



# Recruiting Qualified Disabled Workers

An Employer's Directory to Placement Services  
in the Greater New York Area

Research and Utilization Institute  
NATIONAL CENTER ON EMPLOYMENT  
OF THE HANDICAPPED AT  
Human Resources Center  
Albertson, NY 11507

Lana Smart, M.A.

## **SUMMARY**

Awareness of the skills of people with disabilities and the need to meet affirmative action requirements have led more and more employers to actively recruit qualified disabled workers. To put employers in touch with this largely untapped source of labor, a systematic list of organizations that can facilitate this process has been compiled.

Government agencies, nonprofit organizations, and school and college placement offices, which can guide an employer to the help he seeks, have been identified in New York City, Long Island, Westchester and Rockland Counties, as well as in nearby New Jersey and Connecticut.

AU 710  
Sm 28.  
C.I.

## RECRUITING QUALIFIED DISABLED WORKERS

1. *Leucostoma* *luteum* (L.) Pers.  
2. *Leucostoma* *luteum* (L.) Pers.  
3. *Leucostoma* *luteum* (L.) Pers.

# **Recruiting Qualified Disabled Workers**

**An Employer's Directory  
to Placement Services  
in the Greater New York Area**

*Compiled by*

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*A Project PREP Publication*

**Research and Training Institute**

**National Center on Employment  
of the Handicapped at  
HUMAN RESOURCES CENTER  
Albertson, NY 11507**



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# Contents

<i>Foreword</i> .....	vii
<i>Preface</i> .....	ix
<i>Acknowledgments</i> .....	xiii
<i>Introduction</i> .....	xv
<i>Instructions for Using This Directory</i> .....	xvii
GEOGRAPHIC LISTING.....	1
Connecticut .....	3
Long Island .....	9
New Jersey .....	21
New York City .....	34
Rockland and Westchester Counties .....	60
ALPHABETIC LISTING OF AGENCIES.....	67
<i>Human Resources Center: An Overview</i> .....	133
<i>Human Resources Center Executive Staff</i> .....	134
<i>Project PREP Staff</i> .....	135
<i>Human Resources Center Publications</i> .....	137



# **Foreword**

Human Resources Center began in 1952, when we founded Abilities Inc., a work environment intended to demonstrate the capability of disabled individuals for participation in America's competitive economy. Had someone told me then that someday I would be president of an organization that included an internationally renowned demonstration work center, a school which provides educational, vocational, social and recreational opportunities for severely disabled youngsters and attracts thousands of visitors every year, a Center whose programs encompass job training and placement, academic and vocational education, independent living, research and information dissemination, and a national Center on Employment of the Handicapped, I would have asked him to step aside and let me continue with the business of the day while he dreamed for me.

Now, 29 years later, we have assembled under the auspices of Project PREP the finest staff of researchers in vocational rehabilitation and career education in the world. We are charged with a great responsibility—to reach out to communities across this nation and share with them the knowledge we have amassed that helps prepare disabled individuals to become independent and productive citizens.

During my tenure as Chairman of the White House Conference on Handicapped Individuals, I had the opportunity to travel all over the United States meeting with disabled people, members of their families, and other interested parties. I found that more than three million disabled individuals in the United States ask little more than the opportunity to receive an education, secure a job, and become tax-paying, contributing citizens of this great nation.

It is our destiny at Human Resources Center to unite several great forces in our nation's economy—industry, organized labor, education, and rehabilitation—in a monumental effort to provide opportunities for handicapped Americans to achieve their fullest potential as human beings.

**HENRY VISCARDI, JR.  
President Emeritus**



# Preface

Since 1952, Human Resources Center has created methods to integrate the nation's disabled into the mainstream of American life. This effort has centered particularly on the problems of job preparation and placement.

In 1976, a major five-year program was launched to examine issues related to the career development of the severely physically disabled, especially during the transition years from school to work. This program, known as Programmatic Research on Employment Preparation (Project PREP), examines the roles of the education, rehabilitation, and employment communities as they interact to create an environment most conducive for career fulfillment for the disabled. The results of this research are providing the foundation for a national Center on Employment of the Handicapped to be established at Human Resources Center.

The Project is involved in developing and testing a career-development model for those with severe physical disabilities. This model is being formed on the basis of information from three major research components—Career Education, Vocational Rehabilitation, and Employment. Each of these areas is being studied to determine (a) contributions from each sector that promote, or have the potential to promote, career development; (b) gaps in knowledge in relation to career needs of students, clients, and other individuals with severe physical disabilities; and (c) methods to utilize the contributions found in item (a) and other techniques, in order to fill the gaps discovered in item (b).

This search enlists the help of experts throughout the nation from education, rehabilitation, industry-labor, other related fields and, primarily the disabled themselves to find solutions to these important problems. Findings will be disseminated nationally through publications, conferences, multimedia materials, and training and technical-assistance programs. Target audiences include researchers, disabled individuals and their families, educators, rehabilitation practitioners, employers, labor-union personnel, government officials, and other interested individuals.

Human Resources Center provides an ideal setting for this project. The school and rehabilitation services provide laboratories for gathering information and for testing out ideas to understand the "supply" side of the labor market equation. The Center also sponsors the Industry-Labor council whose hundreds of corporate and union members comprise a significant portion of the "demand" side.

Specific foci of each research area are as follows:

*Career Education.* Career Education provides the opportunity for students who are disabled to increase their awareness and knowledge of the world of work. Special needs of students with severe physical disabilities are addressed through curricula developed for career awareness, orientation, exploration, independence, and improved self-concept. These curricula are being tested and their impact evaluated through student, teacher, and parent feedback. Finally, research will be undertaken to explore mainstreaming needs and to develop strategies for more effective mainstreaming of students with severe physical disabilities.

*Vocational Rehabilitation.* This research area explores the problems involved in the preparation of clients for meaningful career opportunities. This research is concerned with job readiness, placement, and career development. While emphasizing the placement aspects of vocational rehabilitation programming (e.g., job-analysis, job-development and job-search skills), the importance of adequate evaluation and training programming is also covered to establish the parameters for adequate preparation.

The research incorporates the viewpoint and knowledge of disabled individuals and their families, employers, rehabilitation professionals, and other manpower specialists on problems of entering, maintaining, and advancing in employment.

*Employment.* The final core area is aimed at discovering the problems of industry-labor and employees in the provision of career opportunities for individuals with severe physical disabilities. This research attempts to discover major adjustment problems of disabled workers so that deficits can be addressed via alterations in the career education, vocational rehabilitation, and/or employment systems. This research attempts also to identify strategies used in industry that may be relevant for inclusion into career education and/or vocational rehabilitation programming.

Studies will concern the career patterns of disabled workers as well as the organizational patterns of employers with respect to provision of career opportunities. Research also will identify the extent to which job-modification techniques have been adapted and found useful by employers and unions.

The above areas are seen as aspects of the overall development of an individual from school through work as he/she prepares for, realizes, and enhances a career. Project PREP seeks to identify and explicate this process and its components. An important aspect of this work will be a description of how education, rehabilitation, and industry-labor can interrelate to provide a smooth path for individuals with severe physical disabilities to achieve maximum independence and fulfill their productive potential.

JACK VICTOR, Ph.D.  
Director of Research  
and Research Utilization



# Acknowledgments

I express my appreciation to Dr. Henry McCarthy, Research Specialist at Human Resources Center, for his support of my interest in producing this publication and his ongoing consultation in bringing it to completion, and to Jane Berger, Sue Hamberg, Patricia Hanley, Clare May, and Marcella Putala for their outstanding technical assistance.



# Introduction

Human Resources Center has been active in enhancing employment opportunities for persons with disabilities for more than 28 years. In August 1977, a national Center on Employment of the Handicapped was established on our campus in Albertson, Long Island. The nucleus of this national Center is the Industry-Labor Council which, together with the Research and Training Institute, has been working to identify and meet the needs of industry and labor.

This directory has been compiled in response to the need expressed by employers in our area for information as to where they can actively recruit qualified job applicants with disabilities. Our goal, therefore, was to identify those organizations in New York City and Long Island and in Westchester and Rockland counties, as well as nearby New Jersey and Connecticut that are ready, willing, and able to meet this need.

Government agencies, nonprofit organizations, school and college placement offices, and other such organizations are listed. State vocational rehabilitation agencies are those designated by statute as the principal authority in the state on matters relating to rehabilitation of disabled individuals. Commissions for the blind provide the same services to individuals with visual impairments. Veterans Administration offices assist disabled veterans with securing employment, preemployment and on-the-job training, counseling, and medical assistance. Services to both employer and client are offered without charge by most of these organizations.

The information provided in this publication was obtained via a mail survey to organizations in our area. Listings are not exhaustive, and inclusion does not imply endorsement of organizations or services provided.



# **Instructions for Using This Directory**

This directory has been compiled for you, the employer, to meet your recruiting needs.

As you begin your recruiting efforts to fill job openings, follow this procedure:

1. Consult the Geographic Listing for the area appropriate to your company's location.
2. Under the selected geographic area, find the relevant job category. Here you will find a list of government agencies, nonprofit organizations, school and college placement offices, and private organizations who have expressed their interest in referring qualified job applicants with disabilities.
3. Then, consult the Alphabetic Listing of Agencies beginning on page 67. Each agency has provided the name of the person to be contacted for job placement assistance, as well as descriptions of the types of applicants and kinds of services they can provide.



# **GEOGRAPHIC LISTING**

---



# **Connecticut**

---

*Page*

## **ACCOUNTING**

### *Government Agencies*

State of Connecticut Labor Department Stamford Job Service	123
---	-----

## **CLERICAL**

### *Government Agencies*

Connecticut State Board of Education and Services for the Blind	75
State of Connecticut Labor Department Stamford Job Service	123

### *Nonprofit Organizations*

Easter Seal Goodwill Industries Rehabilitation Center	75
Easter Seal Rehabilitation Center of Southwestern Connecticut, Inc.	76
New England Association of Business, Industry, and Rehabilitation, Inc.	95

## **COMMUNICATIONS**

### *Government Agencies*

Connecticut State Board of Education and Services for the Blind	75
--	----

## FOOD SERVICE

### *Government Agencies*

State of Connecticut Labor Department Stamford Job Service	123
---	-----

### *Nonprofit Organizations*

Aid for the Retarded, Inc.	69
Easter Seal Goodwill Industries Rehabilitation Center	75
Easter Seal Rehabilitation Center of Southwestern Connecticut, Inc.	76
New England Association of Business, Industry and Rehabilitation, Inc.	95

## HEAVY MANUFACTURING

### *Nonprofit Organizations*

Aid for the Retarded, Inc.	69
Easter Seal Goodwill Industries Rehabilitation Center	75
New England Association of Business, Industry, and Rehabilitation, Inc.	95

## KEYPUNCH

### *Nonprofit Organizations*

Easter Seal Goodwill Industries Rehabilitation Center	75
New England Association of Business, Industry, and Rehabilitation, Inc.	95

## **LIGHT MANUFACTURING**

### *Government Agencies*

Connecticut State Board of Education and Services for the Blind	75
State of Connecticut Labor Department Stamford Job Service	123

### *Nonprofit Organizations*

Aid for the Retarded, Inc.	69
Easter Seal Goodwill Industries Rehabilitation Center	75
Easter Seal Rehabilitation Center of Southwestern Connecticut, Inc.	76
New England Association of Business, Industry, and Rehabilitation, Inc.	95

## **MAINTENANCE**

### *Government Agencies*

State of Connecticut Labor Department Stamford Job Service	123
---	-----

### *Nonprofit Organizations*

Aid for the Retarded, Inc.	69
Easter Seal Goodwill Industries Rehabilitation Center	75
Easter Seal Rehabilitation Center of Southwestern Connecticut, Inc.	76
New England Association of Business, Industry, and Rehabilitation, Inc.	95

## MANAGEMENT

### *Government Agencies*

Connecticut State Board of Education and Services for the Blind	75
State of Connecticut Labor Department Danbury Job Service	123

### *Nonprofit Organizations*

Easter Seal Goodwill Industries Rehabilitation Center	75
New England Association of Business, Industry, and Rehabilitation, Inc.	95

## MARKETING

### *Government Agencies*

State of Connecticut Labor Department Stamford Job Service	123
---	-----

## PACKING

### *Government Agencies*

State of Connecticut Labor Department Stamford Job Service	123
---	-----

## PROFESSIONAL

### *Government Agencies*

Connecticut State Board of Education and Services for the Blind	75
State of Connecticut Labor Department Danbury Job Service	123

*Nonprofit Organizations*

Easter Seal Goodwill Industries Rehabilitation Center	75
New England Association of Business, Industry, and Rehabilitation, Inc.	95

**PROGRAMMING**

*Government Agencies*

Connecticut State Board of Education and Services for the Blind	75
--	----

*Nonprofit Organizations*

Easter Seal Goodwill Industries Rehabilitation Center	75
Easter Seal Rehabilitation Center of Southwestern Connecticut, Inc.	76
New England Association of Business, Industry, and Rehabilitation, Inc.	95

**RETAILING**

*Nonprofit Organizations*

Easter Seal Goodwill Industries Rehabilitation Center	75
New England Association of Business, Industry, and Rehabilitation, Inc.	95

**SECRETARIAL**

*Government Agencies*

Connecticut State Board of Education and Services for the Blind	75
--	----

*Nonprofit Organizations*

Easter Seal Goodwill Industries Rehabilitation Center	75
Easter Seal Rehabilitation Center of Southwestern Connecticut, Inc.	76
New England Association of Business, Industry, and Rehabilitation, Inc.	95

## **SUPERVISION**

*Government Agencies*

Connecticut State Board of Education and Services for the Blind	75
State of Connecticut Labor Department Danbury Job Service	123

*Nonprofit Organizations*

Easter Seal Goodwill Industries Rehabilitation Center	75
New England Association of Business, Industry, and Rehabilitation, Inc.	95

# **Long Island**

---

*Page*

## **ACCOUNTING**

*Schools and Colleges*

Hofstra Program for the Higher Education of the  
Disabled

81

## **AUTOMOTIVE**

*Nonprofit Organizations*

Skills Unlimited, Inc. 122  
Woodward Mental Health Center 130

## **CARPENTRY**

*Nonprofit Organizations*

Woodward Mental Health Center 130

## **CLERICAL**

*Government Agencies*

New York State Department of Labor, Job Service Division,  
Special Employment Services  
Hicksville 107

New York State Education Department, Office of Vocational Rehabilitation	
Hauppauge	112
Hempstead	112

Suffolk County Department of Labor	126
------------------------------------	-----

*Nonprofit Organizations*

Human Resources Center/Abilities Inc.	82
Maryhaven Vocational Rehabilitation Center	91
North Shore University Hospital Vocational Rehabilitation Center	116
The Rehabilitation Institute	119
The Rehabilitation Institute of Suffolk	119
Skills Unlimited, Inc.	122
Woodward Mental Health Center	130

*Schools and Colleges*

Nassau Community College Placement Office	94
Suffolk County Community College	124
SUNY at Farmingdale	126

## **COMMUNICATION ARTS**

*Schools and Colleges*

Hofstra Program for the Higher Education of the Disabled	81
--	----

## **COMPUTER**

*Schools and Colleges*

Hofstra Program for the Higher Education of the Disabled	81
--	----

## **ELECTRONICS ASSEMBLY**

### *Government Agencies*

New York State Department of Labor, Job Service Division,  
Special Employment Services  
Hicksville

107

### *Nonprofit Organizations*

Human Resources Center/Abilities Inc.	82
The Rehabilitation Institute of Suffolk	119
Skills Unlimited, Inc.	122

## **ENGINEERING—TECHNICAL**

### *Schools and Colleges*

SUNY at Farmingdale

126

## **FOOD SERVICE**

### *Government Agencies*

New York State Department of Labor, Job Service Division,  
Special Employment Services  
Hicksville

107

New York State Education Department, Office of  
Vocational Rehabilitation

Hauppauge

Hempstead

Suffolk County Department of Labor

112

112

125

### *Nonprofit Organizations*

Association for the Help of Retarded Children  
Vocational Training Center

71

Maryhaven Vocational Rehabilitation Center

91

North Shore University Hospital Vocational Rehabilitation Center	116
The Rehabilitation Institute	119
The Rehabilitation Institute of Suffolk	119
Skills Unlimited, Inc.	122
Woodward Mental Health Center	130
<i>Schools and Colleges</i>	
Nassau Community College Placement Office	94
SUNY at Farmingdale	126

## GRAPHIC ARTS

### *Nonprofit Organizations*

Woodward Mental Health Center	130
-------------------------------	-----

## HEALTH-RELATED SERVICES

### *Nonprofit Organizations*

North Shore University Hospital Vocational Rehabilitation Center	116
---	-----

### *Schools and Colleges*

SUNY at Farmingdale	126
---------------------	-----

## HEAVY MANUFACTURING

### *Government Agencies*

New York State Department of Labor, Job Service Division, Special Employment Services Hicksville	107
--	-----

New York State Education Department, Office of Vocational Rehabilitation	
Hauppauge	112
Hempstead	112

*Nonprofit Organizations*

North Shore University Hospital Vocational Rehabilitation Center	116
---	-----

## **HOUSEKEEPING**

*Nonprofit Organizations*

Maryhaven Vocational Rehabilitation Center	91
--	----

## **KEYPUNCH**

*Government Agencies*

New York State Department of Labor, Job Service Division, Special Employment Services	
Hicksville	107

New York State Education Department, Office of Vocational Rehabilitation	
Hauppauge	112
Hempstead	112

Suffolk County Department of Labor	125
------------------------------------	-----

*Nonprofit Organizations*

Human Resources Center/Abilities Inc.	82
The Rehabilitation Institute	119

*Schools and Colleges*

Nassau Community College Placement Office	94
---	----

## LAUNDRY

### *Nonprofit Organizations*

North Shore University Hospital Vocational  
Rehabilitation Center

116

## LIGHT MANUFACTURING

### *Government Agencies*

New York State Department of Labor, Job Service Division,  
Special Employment Services  
Hicksville

107

New York State Education Department, Office of  
Vocational Rehabilitation

Hauppauge  
Hempstead

112  
112

Suffolk County Department of Labor

125

### *Nonprofit Organizations*

Association for the Help of Retarded Children  
Vocational Training Center

71

Maryhaven Vocational Rehabilitation Center

91

North Shore University Hospital Vocational  
Rehabilitation Center.

116

The Rehabilitation Institute

119

The Rehabilitation Institute of Suffolk

119

Skills Unlimited, Inc.

122

## MAINTENANCE

### *Government Agencies*

New York State Department of Labor, Job Service Division,  
Special Employment Services  
Hicksville

107

New York State Education Department, Office of Vocational Rehabilitation	
Hauppauge	112
Hempstead	112
Suffolk County Department of Labor	125

*Nonprofit Organizations*

Association for the Help of Retarded Children Vocational Training Center	71
Maryhaven Vocational Rehabilitation Center	91
North Shore University Hospital Vocational Rehabilitation Center	116
The Rehabilitation Institute	119
The Rehabilitation Institute of Suffolk	119
Skills Unlimited, Inc.	122

## MANAGEMENT

*Government Agencies*

New York State Department of Labor, Job Service Division, Special Employment Services Hicksville	107
New York State Education Department, Office of Vocational Rehabilitation	
Hauppauge	112
Hempstead	112
Suffolk County Department of Labor	125

*Nonprofit Organizations*

Human Resources Center/Abilities Inc.	82
---------------------------------------	----

*Schools and Colleges*

Hofstra Program for the Higher Education of the Disabled	81
Molloy College	92
Nassau Community College Placement Office	94
SUNY at Farmingdale	126

## OFFSET PRINTING

*Nonprofit Organizations*

The Rehabilitation Institute	119
------------------------------	-----

## PACKING

*Government Agencies*

New York State Department of Labor, Job Service Division, Special Employment Services Hicksville	107
--	-----

## PORTER

*Nonprofit Organizations*

Maryhaven Vocational Rehabilitation Center	91
--	----

## PRODUCTION/ASSEMBLY

*Nonprofit Organizations*

Association for the Help of Retarded Children Vocational Training Center	71
---	----

## **PROFESSIONAL**

### *Government Agencies*

New York State Department of Labor, Job Service Division, Special Employment Services Hicksville	107
--	-----

New York State Education Department, Office of Vocational Rehabilitation Hauppauge	112
Hempstead	112

Suffolk County Department of Labor	125
------------------------------------	-----

### *Nonprofit Organizations*

Human Resources Center/Abilities Inc.	82
North Shore University Hospital Vocational Rehabilitation Center	116

### *Schools and Colleges*

C.W. Post College	74
Hofstra Program for the Higher Education of the Disabled	81
Molloy College	92
Nassau Community College Placement Office	94
Suffolk County Community College	124
SUNY at Farmingdale	126

## **PROGRAMMING**

### *Government Agencies*

New York State Department of Labor, Job Service Division, Special Employment Services Hicksville	107
--	-----

New York State Education Department, Office of Vocational Rehabilitation Hauppauge	112
Hempstead	112

Suffolk County Department of Labor	125
------------------------------------	-----

*Nonprofit Organizations*

C.W. Post College	74
Hofstra Program for the Higher Education of the Disabled	81
Human Resources Center/Abilities Inc.	82
Nassau Community College Placement Office	94
North Shore University Hospital Vocational Rehabilitation Center	116
Suffolk County Community College	124
SUNY at Farmingdale	126

## **RECREATION**

*Schools and Colleges*

SUNY at Farmingdale	126
---------------------	-----

## **RETAILING**

*Government Agencies*

New York State Department of Labor, Job Service Division, Special Employment Services Hicksville	107
New York State Education Department, Office of Vocational Rehabilitation Hauppauge	112
Hempstead	112
Suffolk County Department of Labor	125

*Nonprofit Organizations*

The Rehabilitation Institute	119
Skills Unlimited, Inc.	122

*Schools and Colleges*

C.W. Post College	74
Hofstra Program for the Higher Education of the Disabled	81
Molloy College	92
Nassau Community College Placement Office	94
Suffolk County Community College	124
SUNY at Farmingdale	126

**SECRETARIAL**

*Government Agencies*

New York State Department of Labor, Job Service Division, Special Employment Services Hicksville	107
New York State Education Department, Office of Vocational Rehabilitation Hauppauge	112
Hempstead	112
Suffolk County Department of Labor	125

*Nonprofit Organizations*

Human Resources Center/Abilities Inc.	82
North Shore University Hospital Vocational Rehabilitation Center	116
The Rehabilitation Institute	119
The Rehabilitation Institute of Suffolk	119
Skills Unlimited, Inc.	122

*Schools and Colleges*

Nassau Community College Placement Office	94
Suffolk County Community College	124
SUNY at Farmingdale	126

**SUPERVISION**

*Government Agencies*

New York State Department of Labor, Job Service Division, Special Employment Services Hicksville	107
New York State Education Department, Office of Vocational Rehabilitation Hauppauge	112
Hempstead	112
Suffolk County Department of Labor	125

*Schools and Colleges*

C.W. Post College	74
Hofstra Program for the Higher Education of the Disabled	81
Molloy College	92
SUNY at Farmingdale	126

# **NEW JERSEY**

---

*Page*

## **CLERICAL**

### *Government Agencies*

New Jersey Department of Labor and Industry, Division of Employment Services	
Englewood	95
Hackensack	96
New Jersey Department of Labor and Industry, Division of Vocational Rehabilitation Services	
East Orange	97
Elizabeth	98
Hackensack	98
Jersey City	99
New Brunswick	100
Paterson	100
Trenton	101
State of New Jersey Commission for the Blind and Visually Impaired	124

### *Nonprofit Organizations*

Associated Craftsmen/Easter Seal Society	70
Handi-Crafters, Inc.	80
Jewish Vocational Service	86
Mt. Carmel Guild	93

### *Schools and Colleges*

Kean College	88
--------------	----

Montclair State College	93
Ramapo College of New Jersey	118
William Paterson College	130

*Private Organizations*

International Rehabilitation Associates	85
---	----

## ELECTRONIC SOLDERING

*Nonprofit Organizations*

Associated Craftsmen/Easter Seal Society	70
--	----

## FOOD SERVICE

*Government Agencies*

New Jersey Department of Labor and Industry, Division of Employment Services	
--	--

Englewood	95
Hackensack	96

New Jersey Department of Labor and Industry, Division of Vocational Rehabilitation Services	
---	--

East Orange	97
Elizabeth	98
Hackensack	98
Jersey City	99
New Brunswick	100
Paterson	100
Trenton	101

State of New Jersey Commission for the Blind and Visually Impaired	
--	--

124

*Nonprofit Organizations*

Handi-Crafters, Inc.	80
----------------------	----

Jewish Vocational Service	86
---------------------------	----

Mt. Carmel Guild	93
------------------	----

*Schools and Colleges*

Montclair State College	93
Ramapo College of New Jersey	118

*Private Organizations*

International Rehabilitation Associates	85
---	----

## HEALTH-RELATED SERVICES

*Nonprofit Organizations*

Jewish Vocational Service	86
---------------------------	----

## HEAVY MANUFACTURING

*Government Agencies*

New Jersey Department of Labor and Industry, Division of Employment Services Englewood	95
--	----

New Jersey Department of Labor and Industry, Division of Vocational Rehabilitation Services	
East Orange	97
Elizabeth	98
Hackensack	98
Jersey City	99
New Brunswick	100
Paterson	100
Trenton	101

State of New Jersey Commission for the Blind and Visually Impaired	124
---	-----

*Nonprofit Organizations*

Handi-Crafters, Inc.	80
----------------------	----

*Schools and Colleges*

Ramapo College of New Jersey	118
------------------------------	-----

*Private Organizations*

International Rehabilitation Associates	85
---	----

**KEYPUNCH***Government Agencies*

New Jersey Department of Labor and Industry, Division of Employment Services	
Englewood	95
Hackensack	96
New Jersey Department of Labor and Industry, Division of Vocational Rehabilitation Services	
East Orange	97
Elizabeth	98
Hackensack	98
Jersey City	99
New Brunswick	100
Paterson	100
Trenton	101
State of New Jersey Commission for the Blind and Visually Impaired	124

*Schools and Colleges*

Kean College	88
Montclair State College	93
Ramapo College of New Jersey	118
William Paterson College	130

*Private Organizations*

International Rehabilitation Associates	85
---	----

## **LIGHT CLERICAL**

### *Nonprofit Organizations*

Jewish Vocational Service	86
---------------------------	----

## **LIGHT MANUFACTURING**

### *Government Agencies*

New Jersey Department of Labor and Industry, Division of Employment Services	
---	--

Englewood	95
Hackensack	96

New Jersey Department of Labor and Industry, Division of Vocational Rehabilitation Services	
--	--

East Orange	97
Elizabeth	98
Hackensack	98
Jersey City	99
New Brunswick	100
Paterson	100
Trenton	101

State of New Jersey Commission for the Blind and	
--	--

Visually Impaired	124
-------------------	-----

### *Nonprofit Organizations*

Associated Craftsmen/Easter Seal Society	70
--	----

Handi-Crafters, Inc.	80
----------------------	----

Jewish Vocational Service	86
---------------------------	----

Mt. Carmel Guild	93
------------------	----

### *Schools and Colleges*

Ramapo College of New Jersey	118
------------------------------	-----

### *Private Organizations*

International Rehabilitation Associates	85
---	----

## MAINTENANCE

### *Government Agencies*

New Jersey Department of Labor and Industry, Division Employment Services	
Englewood	95
Hackensack	96
New Jersey Department of Labor and Industry, Division of Vocational Rehabilitation Services	
East Orange	97
Elizabeth	98
Hackensack	98
Jersey City	99
New Brunswick	100
Paterson	100
Trenton	101
State of New Jersey Commission for the Blind and Visually Impaired	124

### *Nonprofit Organizations*

Associated Craftsmen/Easter Seal Society	70
Handi-Crafters, Inc.	80
Jewish Vocational Service	86
Mt. Carmel Guild	93

### *Schools and Colleges*

Ramapo College of New Jersey	118
------------------------------	-----

### *Private Organizations*

International Rehabilitation Associates	85
---	----

## **MANAGEMENT**

### *Government Agencies*

New Jersey Department of Labor and Industry, Division of Employment Services Englewood	95
New Jersey Department of Labor and Industry, Division of Vocational Rehabilitation Services	
East Orange	97
Elizabeth	98
Hackensack	98
Jersey City	99
New Brunswick	100
Paterson	100
Trenton	101
State of New Jersey Commission for the Blind and Visually Impaired	124

### *Schools and Colleges*

Kean College	88
Montclair State College	93
Ramapo College of New Jersey	118
Rutgers University—Career Development and Placement	121
Seton Hall University	121
William Paterson College	130

### *Private Organizations*

International Rehabilitation Associates	85
---	----

## **NURSING AIDES**

### *Nonprofit Organizations*

Mt. Carmel Guild	93
------------------	----

# **PROFESSIONAL**

## *Government Agencies*

New Jersey Department of Labor and Industry, Division of Employment Services	
Englewood	95
Hackensack	96
New Jersey Department of Labor and Industry, Division of Vocational Rehabilitation Services	
East Orange	97
Elizabeth	98
Hackensack	98
Jersey City	99
New Brunswick	100
Paterson	100
Trenton	101
State of New Jersey Commission for the Blind and Visually Impaired	124

## *Nonprofit Organizations*

Jewish Vocational Service	86
---------------------------	----

## *Schools and Colleges*

Kean College	88
Montclair State College	93
Ramapo College of New Jersey	118
Rutgers University—Career Development and Placement	121
Seton Hall University	121
William Paterson College	130

## *Private Organizations*

International Rehabilitation Associates	85
---	----

# PROGRAMMING

## *Government Agencies*

New Jersey Department of Labor and Industry, Division of Employment Services Englewood	95
New Jersey Department of Labor and Industry, Division of Vocational Rehabilitation Services	
East Orange	97
Elizabeth	98
Hackensack	98
Jersey City	99
New Brunswick	100
Paterson	100
Trenton	101
State of New Jersey Commission for the Blind and Visually Impaired	124

## *Schools and Colleges*

Kean College	88
Montclair State College	93
Ramapo College of New Jersey	118
Rutgers University—Career Development and Placement	121
William Paterson College	130

## *Private Organizations*

International Rehabilitation Associates	85
---	----

# **RETAILING**

## *Government Agencies*

New Jersey Department of Labor and Industry, Division of Employment Services	
Englewood	95
Hackensack	96
New Jersey Department of Labor and Industry, Division of Vocational Rehabilitation Services	
East Orange	97
Elizabeth	98
Hackensack	98
Jersey City	99
New Brunswick	100
Paterson	100
Trenton	101
State of New Jersey Commission for the Blind and Visually Impaired	124

## *Nonprofit Organizations*

Handi-Crafters, Inc.	80
----------------------	----

## *Schools and Colleges*

Kean College	88
Montclair State College	93
Ramapo College of New Jersey	118
Rutgers University—Career Development and Placement	121
Seton Hall University	121
William Paterson College	130

## *Private Organizations*

International Rehabilitation Associates	85
---	----

# **SECRETARIAL**

## *Government Agencies*

New Jersey Department of Labor and Industry, Division of Employment Services	
Englewood	95
Hackensack	96
New Jersey Department of Labor and Industry, Division of Vocational Rehabilitation Services	
East Orange	97
Elizabeth	98
Hackensack	98
Jersey City	99
New Brunswick	100
Paterson	100
Trenton	101
State of New Jersey Commission for the Blind and Visually Impaired	124

## *Nonprofit Organizations*

Associated Craftsmen/Easter Seal Society	70
Handi-Crafters, Inc.	80
Mt. Carmel Guild	93

## *Schools and Colleges*

Kean College	88
Montclair State College	93
Ramapo College of New Jersey	118
William Paterson College	130

## *Private Organizations*

International Rehabilitation Associates	85
---	----

## **SEWING**

### *Nonprofit Organizations*

Mt. Carmel Guild	93
------------------	----

## **SUPERVISION**

### *Government Agencies*

New Jersey Department of Labor and Industry, Division of Employment Services	
Englewood	95
Hackensack	96

New Jersey Department of Labor and Industry, Division of Vocational Rehabilitation Services	
Elizabeth	98
Hackensack	98
Jersey City	99
Paterson	100
Trenton	101

State of New Jersey Commission for the Blind and Visually Impaired	124
---	-----

### *Schools and Colleges*

Kean College	88
Montclair State College	93
Ramapo College of New Jersey	118
Rutgers University—Career Development and Placement	121
William Paterson College	130

### *Private Organizations*

International Rehabilitation Associates	85
---	----

## **WAREHOUSING**

### *Nonprofit Organizations*

Associated Craftsmen/Easter Seal Society	70
Jewish Vocational Service	86

## **WELDING**

### *Nonprofit Organizations*

Mt. Carmel Guild	93
------------------	----

# New York City

---

*Page*

## ACCOUNTING

*Government Agencies*

New York State Department of Labor, Job Service Division,  
Special Employment Services  
Office Personnel Placement Center

110

## ADMINISTRATION

*Schools and Colleges*

New York University Educational Placement

116

## AIR CONDITIONING AND REFRIGERATION

*Nonprofit Organizations*

Federation Employment and Guidance Service

78

## **AUTO PARTS REBUILDING AND REPAIR**

### *Nonprofit Organizations*

Federation Employment and Guidance Service	78
--	----

## **AUTOMOTIVE**

### *Government Agencies*

New York State Department of Labor, Job Service Division, Special Employment Services	
Brooklyn Industrial Office	107
Manhattan Industrial Office	108
Queens State Employment Office	110
New York State Education Department, Office of Vocational Rehabilitation	
New York City	113

## **BANKING**

### *Government Agencies*

New York State Department of Labor, Job Service Division, Special Employment Services	
Office Personnel Placement Center	110

## **BENCH ASSEMBLY**

### *Nonprofit Organizations*

Association for Children with Retarded Mental Development	70
---	----

## BOOKKEEPING

### *Government Agencies*

New York State Department of Labor, Job Service Division, Special Employment Services	
Brooklyn Industrial Office	107
Office Personnel Placement Center	110

## CHILD-CARE ASSISTANCE

### *Schools and Colleges*

New York Institute for the Education of the Blind	105
---	-----

## CLERICAL

### *Government Agencies*

Bronx Veterans Administration Hospital	73
New York City Youth Employment Project	103
New York State Department of Labor, Job Service Division, Special Employment Services	
Brooklyn Industrial Office	107
Office Personnel Placement Center	110
Queens State Employment Office	110
New York State Department of Social Services, Com- mission for the Blind and Visually Handicapped	111
New York State Education Department, Office of Voca- tional Rehabilitation	
Harlem	113
New York City	114
Veterans Administration, Counseling and Rehabilita- tion Section	128
Veterans Administration, Day Hospital Program	128

*Nonprofit Organizations*

Brooklyn Bureau of Community Service	73
Employment Program for Recovered Alcoholics	77
Federation Employment and Guidance Service	78
Federation of the Handicapped	79
Goodwill Industries	79
ICD Rehabilitation and Research Center	83
Industrial Home for the Blind	84
Institute of Rehabilitation Medicine, New York University	84
Jewish Guild for the Blind	86
Job Path, Vera Institute of Justice	87
Just One Break, Inc.	88
Long Island Jewish—Hillside Medical Center	90
New York Association for the Blind	102
New York Infirmary/Center for Independent Living	104
New York League for the Hard of Hearing	105
New York Society for the Deaf	106
Post Graduate Center for Mental Health	117
United Cerebral Palsy of New York City, Inc.	126
United Cerebral Palsy of Queens, Inc.	127

*Schools and Colleges*

Archway School	69
Board of Education of the City of New York	72
Hunter College	83
Lexington School for the Deaf	89
New York City Community College	103
New York Institute for the Education of the Blind	105
Queensborough Community College	117

*Private Organizations*

Enwood Personnel Agency

77

## **COLLATING**

*Government Agencies*

New York State Department of Labor, Job Service Division,  
Special Employment Services  
Brooklyn Industrial Office

107

*Nonprofit Organizations*

Association for Children with Retarded Mental  
Development

70

## **COUNSELING**

*Schools and Colleges*

New York University Educational Placement

116

## **CUSTODIAL WORKERS**

*Nonprofit Organizations*

Federation of the Handicapped

79

## **DUPLICATING**

*Nonprofit Organizations*

Job Path, Vera Institute of Justice

87

## EDUCATION

### *Schools and Colleges*

New York University Educational Placement	116
---	-----

## EDUCATION FOR DEAF

### *Schools and Colleges*

New York University Deafness Research and Training Center	115
---	-----

## ELECTRONICS ASSEMBLY

### *Schools and Colleges*

New York City Community College	103
---------------------------------	-----

## ENGINE REPAIR

### *Nonprofit Organizations*

Federation of the Handicapped	79
-------------------------------	----

## FOOD SERVICE

### *Government Agencies*

Bronx Veterans Administration Hospital	73
--	----

New York City Youth Employment Project	103
--	-----

New York State Department of Labor, Job Service Division, Special Employment Services	
--	--

Brooklyn Industrial Office	107
----------------------------	-----

Manhattan Industrial Office	108
-----------------------------	-----

New York State Department of Social Services, Com- mission for the Blind and Visually Handicapped	111
--	-----

New York State Education Department, Office Vocational Rehabilitation	
Harlem	113
New York City	114
Veterans Administration, Counseling and Rehabilitation Section	128
Veterans Administration, Day Hospital Program	128
<i>Nonprofit Organizations</i>	
Association for Children with Retarded Mental Development	70
Brooklyn Bureau of Community Service	73
Employment Program for Recovered Alcoholics	77
Federation of the Handicapped	79
Goodwill Industries	79
ICD Rehabilitation and Research Center	83
Institute of Rehabilitation Medicine, New York University	84
Jewish Guild for the Blind	86
Job Path, Vera Institute of Justice	87
Just One Break, Inc.	88
Long Island Jewish—Hillside Medical Center	90
New York League for the Hard of Hearing	105
New York Society for the Deaf	106
United Cerebral Palsy of Queens, Inc.	127
<i>Schools and Colleges</i>	
Board of Education of the City of New York	72
Lexington School for the Deaf	89
New York City Community College	103
New York Institute for the Education of the Blind	105
New York University Educational Placement	116

## HEAVY MANUFACTURING

### *Government Agencies*

Bronx Veterans Administration Hospital	73
New York State Department of Labor, Job Service Division, Special Employment Services	
Manhattan Industrial Office	108
New York State Department of Social Services, Com- mission for the Blind and Visually Handicapped	111
Veterans Administration, Counseling and Rehabilita- tion Section	128
Veterans Administration, Day Hospital Program	128

### *Nonprofit Organizations*

Association for Children with Retarded Mental Development	70
Institute of Rehabilitation Medicine, New York University	84
Jewish Guild for the Blind	86
New York League for the Hard of Hearing	105
New York Society for the Deaf	106
United Cerebral Palsy of Queens, Inc.	127

### *Schools and Colleges*

Board of Education of the City of New York	72
--	----

## HOME HEALTH AIDES

### *Nonprofit Organizations*

Federation of the Handicapped	79
-------------------------------	----

## HOMEMAKERS

### *Nonprofit Organizations*

Federation of the Handicapped

79

## INSURANCE UNDERWRITERS

### *Nonprofit Organizations*

Jewish Guild for the Blind

86

## JEWELRY MANUFACTURING

### *Government Agencies*

New York State Department of Labor, Job Service Division,  
Special Employment Services  
Manhattan Industrial Office

108

### *Nonprofit Organizations*

Federation Employment and Guidance Service

78

## JEWELRY STORE OPERATIONS

### *Schools and Colleges*

Bulova School of Watchmaking

74

## KEYPUNCH

### *Government Agencies*

Bronx Veterans Administration Hospital

73

New York State Department of Labor, Job Service Division,  
Special Employment Services  
Brooklyn Industrial Office  
Office Personnel Placement Center

107

110

**New York State Education Department, Office of Vocational Rehabilitation**

<b>    Harlem</b>	113
<b>    New York City</b>	114

**Veterans Administration, Counseling and Rehabilitation Section**

128

*Nonprofit Organizations*

<b>ICD Rehabilitation and Research Center</b>	83
<b>Institute of Rehabilitation Medicine, New York University</b>	84
<b>New York League for the Hard of Hearing</b>	105
<b>New York Society for the Deaf</b>	106
<b>United Cerebral Palsy of Queens, Inc.</b>	127

*Schools and Colleges*

<b>Board of Education of the City of New York</b>	72
<b>New York City Community College</b>	103
<b>Queensborough Community College</b>	117

*Private Organizations*

<b>Enwood Personnel Agency</b>	77
--------------------------------	----

**LAWYERS**

*Nonprofit Organizations*

<b>Jewish Guild for the Blind</b>	86
-----------------------------------	----

# LIGHT MANUFACTURING

## *Government Agencies*

Bronx Veterans Administration Hospital	73
New York State Department of Labor, Job Service Division, Special Employment Services	
Brooklyn Industrial Office	107
Manhattan Industrial Office	108
Queens State Employment Office	110
New York State Department of Social Services, Com- mission for the Blind and Visually Handicapped	111
New York State Education Department, Office of Voca- tional Rehabilitation	
Harlem	113
New York City	114
Veterans Administration, Counseling and Rehabilita- tion Section	128
Veterans Administration, Day Hospital Program	128

## *Nonprofit Organizations*

Association for Children with Retarded Mental Development	70
Brooklyn Bureau of Community Service	73
Federation Employment and Guidance Service	78
Federation of the Handicapped	79
Goodwill Industries	79
ICD Rehabilitation and Research Center	83
Industrial Home for the Blind	84
Institute of Rehabilitation Medicine, New York University	84
Jewish Guild for the Blind	86
Job Path, Vera Institute of Justice	87
Long Island Jewish—Hillside Medical Center	90

<b>New York Association for the Blind</b>	102
<b>New York Infirmary/Center for Independent Living</b>	104
<b>New York League for the Hard of Hearing</b>	105
<b>New York Society for the Deaf</b>	106
<b>United Cerebral Palsy of New York City, Inc.</b>	126
<b>United Cerebral Palsy of Queens, Inc.</b>	127

*Schools and Colleges*

<b>Archway School</b>	69
<b>Board of Education of the City of New York</b>	72
<b>Lexington School for the Deaf</b>	89
<b>New York City Community College</b>	103
<b>New York Institute for the Education of the Blind</b>	105

## **MACHINIST**

*Government Agencies*

<b>New York State Department of Labor, Job Service Division, Special Employment Services Queens State Employment Office</b>	110
---	-----

## **MAILROOM CLERK**

*Nonprofit Organizations*

<b>Federation Employment and Guidance Service</b>	78
<b>Federation of the Handicapped</b>	79
<b>Job Path, Vera Institute of Justice</b>	87

# MAINTENANCE

## *Government Agencies*

Bronx Veterans Administration Hospital	73
New York State Department of Labor, Job Service Division, Special Employment Services	
Brooklyn Industrial Office	107
Manhattan Industrial Office	108
Queens State Employment Office	110
New York State Department of Social Services, Commission for the Blind and Visually Handicapped	111
New York State Education Department, Office of Vocational Rehabilitation	
Harlem	113
New York City	114
Veterans Administration, Counseling and Rehabilitation Section	128
Veterans Administration, Day Hospital Program	128

## *Nonprofit Organizations*

Association for Children with Retarded Mental Development	70
Brooklyn Bureau of Community Service	73
Employment Program for Recovered Alcoholics	77
Federation of the Handicapped	79
Goodwill Industries	79
Industrial Home for the Blind	84
Institute of Rehabilitation Medicine, New York University	84
Jewish Guild for the Blind	86
Job Path, Vera Institute of Justice	87
Just One Break, Inc.	88
Long Island Jewish—Hillside Medical Center	90

New York Association for the Blind	102
New York Infirmary/Center for Independent Living	104
New York League for the Hard of Hearing	105
New York Society for the Deaf	106
Post Graduate Center for Mental Health	117
United Cerebral Palsy of New York City, Inc.	126
United Cerebral Palsy of Queens, Inc.	127

*Schools and Colleges*

Archway School	69
Board of Education of the City of New York	72
Lexington School for the Deaf	89
New York Institute for the Education of the Deaf	105

## **MAJOR HOME-APPLIANCE REPAIR**

*Nonprofit Organizations*

Federation Employment and Guidance Service	78
--	----

## **MANAGEMENT**

*Government Agencies*

Bronx Veterans Administration Hospital	73
New York State Department of Labor, Job Service Division, Special Employment Services	
Brooklyn Industrial Office	107
Office Personnel Placement Center	110
Queens State Employment Office	110
New York State Department of Social Services, Commission for the Blind and Visually Handicapped	111

**New York State Education Department, Office of  
Vocational Rehabilitation  
New York City** 113

**Veterans Administration, Counseling and Rehabilita-  
tion Section** 128

**Veterans Administration, Day Hospital Program** 128

*Nonprofit Organizations*

**Employment Program for Recovered Alcoholics** 77

**ICD Rehabilitation and Research Center** 83

**Industrial Home for the Blind** 84

**Institute of Rehabilitation Medicine, New York University** 84

**Jewish Guild for the Blind** 86

**Just One Break, Inc.** 88

**New York Infirmary/Center for Independent Living** 104

**New York League for the Hard of Hearing** 105

*Schools and Colleges*

**Long Island University** 90

**New York University Deafness Research and Training Center** 115

**New York University Educational Placement** 116

**Queensborough Community College** 117

## **MECHANICAL DRAFTING**

*Schools and Colleges*

**New York City Community College** 103

## MESSENGER

### *Government Agencies*

New York City Youth Employment Project	103
New York State Department of Labor, Job Service Division, Special Employment Services Manhattan Industrial Office	108

### *Nonprofit Organizations*

Association for Children with Retarded Mental Development	70
Federation Employment and Guidance Service	78
Goodwill Industries	79
Job Path, Vera Institute of Justice	87
Just One Break, Inc.	88
United Cerebral Palsy of Queens, Inc.	127

## OPTICAL BENCHMEN

### *Nonprofit Organizations*

Federation of the Handicapped	79
-------------------------------	----

## PICTURE-FRAME MANUFACTURING

### *Nonprofit Organizations*

Federation Employment and Guidance Service	78
--	----

## PORTER

### *Government Agencies*

New York City Youth Employment Project	103
--	-----

*Nonprofit Organizations*

Just One Break, Inc.	88
----------------------	----

## **PRINTING**

*Government Agencies*

New York State Department of Labor, Job Service Division, Special Employment Services Manhattan Industrial Office	108
---	-----

*Nonprofit Organizations*

United Cerebral Palsy of Queens, Inc.	127
---------------------------------------	-----

## **PROFESSIONAL**

*Government Agencies*

Bronx Veterans Administration Hospital	73
--	----

New York State Department of Labor, Job Service Division, Special Employment Services Brooklyn Industrial Office	107
Office Personnel Placement Center	110
Queens State Employment Office	110

New York State Department of Social Services, Commission for the Blind and Visually Handicapped	111
--	-----

New York State Education Department, Office of Vocational Rehabilitation Harlem	113
New York City	114

Veterans Administration, Counseling and Rehabilitation Section	128
---	-----

Veterans Administration, Day Hospital Program	128
---	-----

*Nonprofit Organizations*

ICD Rehabilitation and Research Center	83
Industrial Home for the Blind	84
Institute of Rehabilitation Medicine, New York University	84
Jewish Guild for the Blind	86
Just One Break, Inc.	88
Long Island Jewish—Hillside Medical Center	90
New York Association for the Blind	102
New York Infirmary/Center for Independent Living	104
New York League for the Hard of Hearing	105
New York Society for the Deaf	106

*Schools and Colleges*

Hunter College	83
Long Island University	90
New York University Deafness Research and Training Center	115
New York University Educational Placement	116
Queensborough Community College	117

## **PROGRAMMING**

*Government Agencies*

Bronx Veterans Administration Hospital	. . . . .	73
New York State Department of Labor, Job Service Division, Special Employment Services		
Office Personnel Placement Center		110
Queens State Employment Office		110
New York State Department of Social Services, Commission for the Blind and Visually Handicapped		111

**New York State Education Department, Office of  
Vocational Rehabilitation  
New York City**

114

**Veterans Administration, Counseling and  
Rehabilitation Section**

128

*Nonprofit Organizations*

**ICD Rehabilitation and Research Center**

83

**Industrial Home for the Blind**

84

**Institute of Rehabilitation Medicine, New York  
University**

84

**Jewish Guild for the Blind**

86

**Just One Break, Inc.**

88

**New York League for the Hard of Hearing**

105

**New York Society for the Deaf**

106

*Schools and Colleges*

**Baruch College Computer Center for the Visually  
Impaired**

71

**Long Island University**

90

**New York University Educational Placement**

116

**Queensborough Community College**

117

# **REFRIGERATION**

*Government Agencies*

**New York State Education Department, Office of  
Vocational Rehabilitation  
New York City**

114

## REHABILITATION FOR DEAF

### *Schools and Colleges*

New York University Deafness Research and Training Center	115
---	-----

## RETAILING

### *Government Agencies*

Bronx Veterans Administration Hospital	73
New York State Department of Labor, Job Service Division, Special Employment Services	
Office Personnel Placement Center	110
Queens State Employment Office	110
New York State Department of Social Services, Commission for the Blind and Visually Handicapped	111
New York State Education Department, Office of Vocational Rehabilitation	
Harlem	113
New York City	114
Veterans Administration, Counseling and Rehabilitation Section	128
Veterans Administration, Day Hospital Program	128

### *Nonprofit Organizations*

Brooklyn Bureau of Community Service	73
Employment Program for Recovered Alcoholics	77
Federation of the Handicapped	79
ICD Rehabilitation and Research Center	83
Industrial Home for the Blind	84
Institute of Rehabilitation Medicine, New York University	84
Just One Break, Inc.	88

Long Island Jewish—Hillside Medical Center	90
New York Infirmary/Center for Independent Living	104
New York League for the Hard of Hearing	105
Post Graduate Center for Mental Health	117

*Schools and Colleges*

Archway School	69
Board of Education of the City of New York	72
Long Island University	90
Queensborough Community College	117

## **SALES**

*Nonprofit Organizations*

New York Infirmary/Center for Independent Living	104
--	-----

## **SECRETARIAL**

*Government Agencies*

Bronx Veterans Administration Hospital	73
New York State Department of Labor, Job Service Division, Special Employment Services	
Office Personnel Placement Center	110
New York State Department of Social Services, Commission for the Blind and Visually Handicapped	111
New York State Education Department, Office of Vocational Rehabilitation	
Harlem	113
New York City	114
Veterans Administration, Counseling and Rehabilitation Section	128

*Nonprofit Organizations*

Employment Program for Recovered Alcoholics	77
Federation of the Handicapped	79
Industrial Home for the Blind	84
Institute of Rehabilitation Medicine, New York University	84
Long Island Jewish—Hillside Medical Center	90
New York Association for the Blind	102
Post Graduate Center for Mental Health	117
United Cerebral Palsy of New York City, Inc.	126

*Schools and Colleges*

Long Island University	90
Queensborough Community College	117

*Private Organizations*

Enwood Personnel Agency	77
-------------------------	----

## **SEWING**

*Government Agencies*

New York State Department of Labor, Job Service Division, Special Employment Services Brooklyn Industrial Office	107
--	-----

## **SHIPPING AND RECEIVING**

*Government Agencies*

New York State Department of Labor, Job Service Division, Special Employment Services Queens State Employment Office	110
--	-----

## **SKILLED TRADES**

### *Nonprofit Organizations*

New York League for the Hard of Hearing	105
---	-----

## **SOCIAL SERVICES**

### *Schools and Colleges*

New York University Educational Placement	116
---	-----

## **SOCIAL WORKERS**

### *Nonprofit Organizations*

Jewish Guild for the Blind	86
----------------------------	----

## **SUPERVISION**

### *Government Agencies*

Bronx Veterans Administration Hospital	73
--	----

New York State Department of Labor, Job Service Division, Special Employment Services	
--	--

Manhattan Industrial Office	108
-----------------------------	-----

Office Personnel Placement Center	110
-----------------------------------	-----

New York State Department of Social Services, Commission for the Blind and Visually Handicapped	111
--	-----

New York State Education Department, Office of Vocational Rehabilitation	
---	--

New York City	114
---------------	-----

Veterans Administration, Counseling and Rehabilita- tion Section	128
---	-----

*Nonprofit Organizations*

Industrial Home for the Blind	84
Institute of Rehabilitation Medicine, New York University	84
Jewish Guild for the Blind	86
Just One Break, Inc.	88
New York Association for the Blind	102
New York Infirmary/Center for Independent Living	104

*Schools and Colleges*

Long Island University	90
New York University Deafness Research and Training Center	115
New York University Educational Placement	116

## **SWITCHBOARD**

*Nonprofit Organizations*

Industrial Home for the Blind	84
-------------------------------	----

## **TEACHING**

*Schools and Colleges*

New York University Educational Placement	116
---	-----

## **TECHNICAL**

*Nonprofit Organizations*

Institute of Rehabilitation Medicine, New York University	84
---	----

## **TRANSPORTATION**

### *Government Agencies*

New York State Department of Labor, Job Service Division,  
Special Employment Services  
Manhattan Industrial Office

108

## **TRUCK LOADING**

### *Government Agencies*

New York State Department of Labor, Job Service Division,  
Special Employment Service  
Queens State Employment Office

110

### *Nonprofit Organizations*

Job Path, Vera Institute of Justice

87

## **TYPEWRITER REPAIR**

### *Nonprofit Organizations*

Federation Employment and Guidance Service

78

## **WATCH REPAIR**

### *Schools and Colleges*

Bulova School of Watchmaking

74

## **WORD PROCESSING**

### *Government Agencies*

New York State Department of Labor, Job Service Division,  
Special Employment Services  
Office Personnel Placement Center

110

## XEROXING

### *Nonprofit Organizations*

Association for Children with Retarded Mental  
Development

70

# **Rockland and Westchester Counties**

---

*Page*

## **BENCH ASSEMBLY**

*Nonprofit Organizations*

Yonkers Rehabilitation Center, Inc.

131

## **BOOKKEEPING**

*Government Agencies*

New York State Department of Labor, Job Service Division,  
Special Employment Services  
Mt. Vernon

109

## **CLERICAL**

*Government Agencies*

New York State Department of Labor, Job Service Division,  
Special Employment Services  
Mt. Vernon

109

New York State Education Department, Office of  
Vocational Rehabilitation  
White Plains

114

*Nonprofit Organizations*

Helen Hayes Hospital, Vocational Rehabilitation Unit	81
Rockland County Center for the Physically Handicapped	120
White Plains Hospital, Day Hospital Extension Program	129
Yonkers Rehabilitation Center, Inc.	131

## **ELECTRICIAN'S ASSISTANT**

*Nonprofit Organizations*

Yonkers Rehabilitation Center, Inc.	131
-------------------------------------	-----

## **FOOD SERVICE**

*Government Agencies*

New York State Department of Labor, Job Service Division, Special Employment Services Mt. Vernon	109
New York State Education Department, Office of Vocational Rehabilitation White Plains	114

*Nonprofit Organizations*

Helen Hayes Hospital, Vocational Rehabilitation Unit	81
Rockland County Center for the Physically Handicapped	120
Yonkers Rehabilitation Center, Inc.	131

## HEAVY MANUFACTURING

### *Government Agencies*

New York State Department of Labor, Job Service Division, Special Employment Services Mt. Vernon	109
New York State Education Department, Office of Vocational Rehabilitation White Plains	114

## KEYPUNCH

### *Government Agencies*

New York State Education Department, Office of Vocational Rehabilitation White Plains	114
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### *Nonprofit Organizations*

Helen Hayes Hospital, Vocational Rehabilitation Unit	81
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## LIGHT MANUFACTURING

### *Government Agencies*

New York State Department of Labor, Job Service Division, Special Employment Services Mt. Vernon	109
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New York State Education Department, Office of Vocational Rehabilitation White Plains	114
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### *Nonprofit Organizations*

Rockland County Center for the Physically Handicapped	120
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White Plains Hospital, Day Hospital Extension Program	129
Yonkers Rehabilitation Center, Inc.	131

## MAILROOM

*Nonprofit Organizations*

White Plains Hospital, Day Hospital Extension Program	129
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## MAINTENANCE

*Government Agencies*

New York State Department of Labor, Job Service Division, Special Employment Services Mt. Vernon	109
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New York State Education Department, Office of Vocational Rehabilitation White Plains	114
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*Nonprofit Organizations*

Helen Hayes Hospital, Vocational Rehabilitation Unit	81
Rockland County Center for the Physically Handicapped	120
White Plains Hospital, Day Hospital Extension Program	129
Yonkers Rehabilitation Center, Inc.	131

## MANAGEMENT

*Government Agencies*

New York State Department of Labor, Job Service Division, Special Employment Services Mt. Vernon	109
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New York State Education Department, Office of  
Vocational Rehabilitation  
White Plains

114

*Nonprofit Organizations*

Helen Hayes Hospital, Vocational Rehabilitation Unit

81

## PROFESSIONAL

*Government Agencies*

New York State Department of Labor, Job Service Division,  
Special Employment Services  
Mt. Vernon

109

New York State Education Department, Office of  
Vocational Rehabilitation  
White Plains

114

*Schools and Colleges*

Mercy College

92

## PROGRAMMING

*Government Agencies*

New York State Department of Labor, Job Service Division,  
Special Employment Services  
Mt. Vernon

109

New York State Education Department, Office of  
Vocational Rehabilitation  
White Plains

114

*Schools and Colleges*

Mercy College

92

## **RETAILING**

### *Government Agencies*

New York State Education Department, Office of Vocational Rehabilitation White Plains	114
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### *Nonprofit Organizations*

White Plains Hospital, Day Hospital Extension Program	129
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## **SANITATION**

### *Nonprofit Organizations*

Yonkers Rehabilitation Center, Inc.	131
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## **SECRETARIAL**

### *Government Agencies*

New York State Education Department, Office of Vocational Rehabilitation White Plains	114
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### *Nonprofit Organizations*

Helen Hayes Hospital, Vocational Rehabilitation Unit	81
White Plains Hospital, Day Hospital Extension Program	129

## **SUPERVISION**

### *Government Agencies*

New York State Department of Labor, Job Service Division, Special Employment Services Mt. Vernon	109
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New York State Education Department, Office of Vocational Rehabilitation White Plains	114
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# **Alphabetic Listing of Agencies**

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**Aid for the Retarded, Inc.**

174 Richmond Hill Avenue  
Stamford, Connecticut 06905

**Mr. Gallant**

*Vocational Rehabilitation Counselor*

(203) 324-9258

Positions for which applicants are qualified:

*Food Service*                    *Light Manufacturing*

*Heavy Manufacturing*            *Maintenance*

Applicants:

- range in age from 21 to 30 years.
- have educational backgrounds ranging from some high school to high school graduation.
- have completed a job training program.
- have had prior work experience.

Follow-up services are provided.

**Archway School**

220 East 23 Street  
New York, New York 10010

**Peter Schweich**

*Director*

(212) 686-4600

Positions for which applicants are qualified:

*Clerical*                    *Maintenance*

*Light Manufacturing*            *Retailing*

Applicants:

- are under 21 years of age.
- are high school graduates.

- have completed a job training program.
- have had prior work experience.

Follow-up services are provided.

**Associated Craftsmen/Easter Seal Society**

15 Emerald Street  
Hackensack, New Jersey 07601

**Jodi M. Kaminsky**  
*Placement Specialist*

(201) 342-5739

Positions for which applicants are qualified:

*Clerical*

*Maintenance*

*Electronic Soldering*

*Secretarial*

*Light Manufacturing*

*Warehousing*

Applicants:

- range in age from under 21 to over 60 years.
- have educational backgrounds ranging from some high school/technical school to college graduation.
- have completed a job training program.

Follow-up services are provided.

**Association for Children with Retarded Mental Development**

902 Broadway  
New York, New York 10010

**Bob Perry**  
*Job Placement Counselor*

(212) 677-5800

Positions for which applicants are qualified:

*Bench Assembly*

*Collating*

<i>Food Service</i>	<i>Light Manufacturing</i>
<i>Heavy Manufacturing</i>	<i>Messenger</i>
<i>Maintenance</i>	<i>Xeroxing</i>

**Applicants:**

- range in age from under 21 to over 60 years.
- have attended special schools.
- have had prior work experience.

Follow-up services are provided.

**Association for the Help of Retarded Children  
Vocational Training Center**

115 East Bethpage Road  
Plainview, New York 11803

**Larry Daniels**  
*Assistant Administrator*

(516) 293-1111

**Positions for which applicants are qualified:**

<i>Food Service</i>	<i>Maintenance</i>
<i>Light Manufacturing</i>	<i>Production/Assembly</i>

**Applicants:**

- range in age from under 21 to 60 years.
- have completed some high school.
- have completed a job training program.

Follow-up services are provided.

**Baruch College Computer Center for the Visually Impaired  
The City University of New York**

17 Lexington Avenue-Box 264  
New York, New York 10010

## **Randi Baker** *Associate Director*

(212) 725-3126

#### **Positions for which applicants are qualified:**

# Programming

## Applicants:

- range in age from under 21 to over 60 years.
- have educational background ranging from some high school/technical school to completion of graduate school.

**Board of Education of the City of New York  
Placement and Referral Center for Handicapped Students**

362 Schermerhorn Street, Room 108  
Brooklyn, New York 11211

**Jack Duffy**  
*Coordinator*

(212) 624-0854

#### **Positions for which applicants are qualified:**

## Clerical Light Manufacturing

## *Food Service*      *Maintenance*

## *Heavy Manufacturing*      *Retailing*

Keypunch

## Applicants:

- range in age from under 21 to 30 years of age.
- have educational background ranging from some high school to some college.
- have completed a job training program.
- have had prior work experience.

**Follow-up services are provided.**

### **Bronx Veterans Administration Hospital**

130 West Kingsbridge Road  
Bronx, New York 10468

#### **Morton H. Rosen, Ph.D.**

*Coordinator of Counseling Psychology*

(212) 584-9000

Positions for which applicants are qualified:

<i>Clerical</i>	<i>Light Manufacturing</i>	<i>Programming</i>
<i>Food Service</i>	<i>Maintenance</i>	<i>Retailing</i>
<i>Heavy Manufacturing</i>	<i>Management</i>	<i>Secretarial</i>
<i>Keypunch</i>	<i>Professional</i>	<i>Supervision</i>

Applicants:

- range in age from 21 to over 60 years.
- have educational backgrounds ranging from some high school/technical school to completion of graduate school.
- have had prior work experience.

Follow-up services are provided.

### **Brooklyn Bureau of Community Service**

285 Schermerhorn Street  
Brooklyn, New York 11217

#### **Edith Press**

*Director, Department for the Handicapped*

(212) 875-0714

Positions for which applicants are qualified:

<i>Clerical</i>	<i>Maintenance</i>
<i>Food Service</i>	<i>Retailing</i>
<i>Light Manufacturing</i>	

Applicants:

- range in age from 21 to 60 years.

- have completed elementary/junior high school.
- have completed a job training program.

Follow-up services are provided.

**Bulova School of Watchmaking**

40-24 62nd Street  
Woodside, New York 11377

**James M. Devaney**

*Director*

(212) 424-2929

Positions for which applicants are qualified:

*Jewelry Store Operations*

*Watch Repair*

Applicants:

- are of all ages and educational backgrounds.
- have completed a job training program.

Follow-up services are provided.

**C.W. Post College  
Career Services Center**

Greenvale, New York 11548

**Mince Kohler**

*Director*

(516) 299-0200

Positions for which applicants are qualified:

*All Academic Majors*

*Retailing*

*Professional*

*Supervision*

*Programming*

Applicants

- range in age from under 21 to 30 years of age.
- have educational backgrounds ranging from college graduation to completion of graduate school.

**Connecticut State Board of Education  
and Services for the Blind**

170 Ridge Road  
Wethersfield, Connecticut 06109

**Stephen Thal**  
*Rehabilitation Supervisor*

(203) 249-8525

Positions for which applicants are qualified:

<i>Clerical</i>	<i>Professional</i>
<i>Communications</i>	<i>Programming</i>
<i>Light Manufacturing</i>	<i>Secretarial</i>
<i>Management</i>	<i>Supervision</i>

Applicants:

- range in age from under 21 to over 60 years.
- have educational backgrounds ranging from some high school/technical school to completion of graduate school.
- have completed a job training program.

Follow-up services are provided.

**Easter Seal Goodwill Industries Rehabilitation Center**

Projects with Industry  
20 Brookside Avenue  
New Haven, Connecticut 06515

**Brian R. Pells**  
*Supervisor of Case Management and Placement*

(203) 389-4561

Positions for which applicants are qualified:

<i>Clerical</i>	<i>Food Service</i>	<i>Heavy Manufacturing</i>
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*Keypunch*

*Management*

*Retailing*

*Light Manufacturing*

*Professional*

*Secretarial*

*Maintenance*

*Programming*

*Supervision*

**Applicants:**

- range in age from under 21 to over 60 years.
- have educational backgrounds ranging from elementary school/technical school to completion of graduate school.
- have completed a job training program.
- have had prior work experience.

Follow-up services are provided.

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**Easter Seal Rehabilitation Center  
of Southwestern Connecticut, Inc.**

26 Palmer's Hill Road  
Stamford, Connecticut 06820

**Dorothy Silberman**  
*Placement Director*

(203) 325-1544

Positions for which applicants are qualified:

*Clerical*

*Maintenance*

*Food Service*

*Programming*

*Light Manufacturing*

*Secretarial*

**Applicants:**

- range in age from under 21 to 60 years.
- have educational backgrounds ranging from some high school/technical school to college graduation.
- have completed a job training program.
- have had prior work experience.

Follow-up services are provided.

### **Employment Program for Recovered Alcoholics**

9 West 82 Street  
New York, New York 10024

**Bud Laupheimer**  
*Director*

(212) 874-2401

Positions for which applicants are qualified:

*Clerical*                    *Management*

*Food Service*              *Retailing*

*Maintenance*              *Secretarial*

Applicants:

- range in age from 30 to 60 years.
- have educational backgrounds ranging from high school graduation to college graduation.
- have had prior work experience.

Follow-up services are provided.

### **Enwood Personnel Agency**

6 East 45 Street  
New York, New York 10017

**Francine Michel**  
*Affirmative Action Coordinator*

(212) 682-4080

Positions for which applicants are qualified:

*Clerical*                    *Keypunch*              *Secretarial*

Applicants:

- range in age from under 21 to over 60 years.

- have educational backgrounds ranging from some high school to some college.
- have completed a job training program.
- have had prior work experience.

### **Federation Employment and Guidance Service**

510 Sixth Avenue  
New York, New York 10011

**Gail A. Magaliff**  
*Director, Rehabilitation Services*

(212) 741-7110

Positions for which applicants are qualified:

<i>Air Conditioning and Refrigeration</i>	<i>Mailroom/Messenger</i>
<i>Auto Parts Rebuilding and Repair</i>	<i>Major Home Appliance Repair</i>
<i>Clerical</i>	<i>Picture Frame Manufacturing</i>
<i>Jewelry Manufacturing</i>	<i>Typewriter Repair</i>
<i>Light Manufacturing</i>	

Applicants:

- range in age from under 21 to over 60 years of age.
- have educational backgrounds ranging from some high school/technical school to completion of graduate school.
- have completed a job training program.
- have had prior work experience.

Follow-up services are provided.

**Federation of the Handicapped**

211 West 14 Street  
New York, New York 10011

**George Hecker**

*Director, Vocational Training*

(212) 242-9050

Positions for which applicants are qualified:

*Clerical*                           *Light Manufacturing*

*Custodial Workers*              *Mailroom Clerks*

*Engine Repair*                   *Maintenance*

*Food Service*                   *Optical Benchmen*

*Home Health Aides*           *Retailing*

*Homemakers*                   *Secretarial*

Applicants:

- range in age from under 21 to over 60 years.
- have educational backgrounds ranging from some high school to some college.
- have completed a job training program.
- have had prior work experience.

Follow-up services provided.

**Goodwill Industries**

4-21 27th Avenue  
Astoria, New York 11102

**Hy Pava**

*Placement Counselor*

(212) 728-5400

Positions for which applicants are qualified:

*Clerical*                           *Maintenance*

*Food Service*                   *Messenger*

*Light Manufacturing*

Applicants:

- range in age from under 21 to 60 years.
- have educational backgrounds ranging from some high school/technical school to college graduation.
- have completed a job training program.
- have had prior work experience.

Follow-up services are provided.

**Handi-Crafters, Inc.**

83C Walnut Street  
Montclair, New Jersey 07042

**Paul Goldeam**  
*Placement Specialist*

(201) 744-7733

Positions for which applicants are qualified:

*Clerical*                           *Maintenance*

*Food Service*                   *Retailing*

*Heavy Manufacturing*           *Secretarial*

*Light Manufacturing*

Applicants:

- range in age from under 21 to 60 years.
- have educational backgrounds ranging from some high school/technical school to some college.
- have completed a job training program.
- have had prior work experience.

Follow-up services are provided.

**Helen Hayes Hospital  
Vocational Rehabilitation Unit**

Route 9W  
West Haverstraw, New York 10993

**Al Gaudioso**  
*Director, Vocational Rehabilitation Unit*

(914) 947-3000, ext. 235

Positions for which applicants are qualified:

*Clerical*                   *Maintenance*

*Food Service*           *Management*

*Keypunch*               *Secretarial*

Applicants:

- range in age from under 21 to over 60 years.
- have educational backgrounds ranging from some high school/technical school to college graduation.
- have completed a job training program.
- have had prior work experience.

Follow-up services are provided.

**Hofstra Program for the Higher Education of the Disabled**

Room 109 Student Center  
1000 Fulton Avenue  
Hempstead, New York 11553

**Suzanne Passamenti**  
*Assistant Dean of Students*

(516) 560-0500

Positions for which applicants are qualified:

*Accounting*             *Communication Arts*

<i>Computer Management Professional</i>	<i>Programming Retailing Supervision</i>
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**Applicants:**

- range in age from 21 to 60 years.
- have educational backgrounds ranging from college graduation to completion of graduate school.
- have had prior work experience.

**Human Resources Center/Abilities Inc.**

I.U. Willets Road  
Albertson, New York 11507

**Jim Diffley**  
*Director, Vocational Rehabilitation Services*

(516) 747-5400

**Positions for which applicants are qualified:**

<i>Clerical</i>	<i>Professional</i>
<i>Electronics Assembly</i>	<i>Programming</i>
<i>Keypunch</i>	<i>Secretarial</i>
<i>Management</i>	

**Applicants:**

- range in age from under 21 to 60 years.
- have educational backgrounds ranging from some high school/technical school to completion of graduate school.
- have completed a job training program.
- have had prior work experience.

Follow-up services are provided.

### **Hunter College**

695 Park Avenue  
New York, New York 10021

**Thomas Murphy**  
*Counselor*

(212) 570-5254

Positions for which applicants are qualified:

*Clerical*              *Professional*

Applicants:

- range in age from 21 to 30 years.
- are college graduates.

### **ICD Rehabilitation and Research Center**

340 East 24 Street  
New York, New York 10010

**Leroy A. Jones**  
*Job Developer, Projects With Industry*

(212) 679-0100

Positions for which applicants are qualified:

*Clerical*              *Management*

*Food Service*              *Professional*

*Keypunch*              *Programming*

*Light Manufacturing*              *Retailing*

Applicants:

- range in age from under 21 to over 60 years.
- have educational backgrounds ranging from some high school/technical school to completion of graduate school.
- have completed a job training program.

Follow-up services are provided.

**Industrial Home for the Blind**

57 Willoughby Street  
Brooklyn, New York 11201

**James Reid**  
*Placement Specialist*

(212) 522-2122

Positions for which applicants are qualified:

<i>Clerical</i>	<i>Programming</i>
<i>Light Manufacturing</i>	<i>Retailing</i>
<i>Maintenance</i>	<i>Secretarial</i>
<i>Management</i>	<i>Supervision</i>
<i>Professional</i>	<i>Switchboard</i>

Applicants:

- range in age from under 21 to over 60 years of age.
- have educational backgrounds ranging from some high school/technical school to completion of graduate and law degrees.
- have completed a job training program.
- have had prior work experience.

Follow-up services are provided.

**Institute of Rehabilitation Medicine  
New York University**

400 East 34 Street  
New York, New York 10016

**James Campbell**  
*Director, Placement and Job Development Department*

**Carla Cirillo**  
*Assistant Director, Placement and Job Development Department*

(212) 679-3200

Positions for which applicants are qualified:

<i>Clerical</i>	<i>Maintenance</i>	<i>Retailing</i>
<i>Food Service</i>	<i>Management</i>	<i>Secretarial</i>
<i>Heavy Manufacturing</i>	<i>Professional</i>	<i>Supervision</i>
<i>Keypunch</i>	<i>Programming</i>	<i>Technical</i>
<i>Light Manufacturing</i>		

Applicants:

- range in age from under 21 to over 60 years.
- have educational backgrounds ranging from some high school/technical school to completion of graduate school.

Follow-up services are provided.

### **International Rehabilitation Associates**

25 Commerce Drive  
Cranford, New Jersey 07016

**Marilee Bush**  
*District Manager*

(201) 272-8460

Positions for which applicants are qualified:

*All Types*

Applicants:

- range in age from under 21 to over 60 years.
- have educational backgrounds ranging from some high school/technical school to completion of graduate school.
- have completed a job training program.
- have had prior work experience.

Follow-up services are provided.

**Jewish Guild for the Blind**

15 West 65 Street  
New York, New York 10023

**Katharine L. Baum**

*Employment Development Coordinator*

(212) 595-2000

Positions for which applicants are qualified:

<i>Clerical</i>	<i>Lawyers</i>	<i>Professional</i>
<i>Food Service</i>	<i>Light Manufacturing</i>	<i>Programming</i>
<i>Heavy Manufacturing</i>	<i>Maintenance</i>	<i>Social Workers</i>
<i>Insurance Underwriters</i>	<i>Management</i>	<i>Supervision</i>

Applicants:

- range in age from under 21 to 60 years.
- have educational backgrounds ranging from high school/technical school graduation to completion of graduate school.
- have completed a job training program.
- have had prior work experience.

Follow-up services are provided.

**Jewish Vocational Service**

454 William Street  
East Orange, New Jersey 07017

**Joan Spinner**

*Job Placement Specialist*

(201) 674-6330

Positions for which applicants are qualified:

<i>Clerical</i>	<i>Health Related Services</i>
<i>Food Service</i>	<i>Light Clerical</i>

*Light Manufacturing*      *Professional*

*Maintenance*      *Warehouse*

**Applicants:**

- range in age from 21 to over 60 years.
- have educational backgrounds ranging from some high school to some college.
- have had prior work experience.

Follow-up services are provided.

**Job Path, Vera Institute of Justice**

25 West 39 Street  
New York, New York 10018

**Arlene Silberman**

*Director*

(212) 921-7940

Positions for which applicants are qualified:

*Clerical*      *Mailroom Clerk*

*Duplicating*      *Maintenance*

*Food Service*      *Messenger*

*Light Manufacturing*      *Truck Loading*

**Applicants:**

- range in age from under 21 to 60 years.
- have completed some high school/technical school or are high school graduates.
- have completed a job training program.
- have had prior work experience.

Follow-up services are provided.

**Just One Break, Inc.**

373 Park Avenue South  
New York, New York 10016

**Marilyn Green**  
*Placement Supervisor*

(212) 725-2500

Positions for which applicants are qualified:

<i>Clerical</i>	<i>Management</i>	<i>Retailing</i>
<i>Food Service</i>	<i>Professional</i>	<i>Service</i>
<i>Maintenance</i>	<i>Programming</i>	<i>Supervision</i>

Applicants:

- range in age from 21 to over 60 years.
- have educational backgrounds ranging from some high school, technical or business school to completion of graduate school.
- have completed a job training program.
- have had prior work experience.

Follow-up services are provided.

**Kean College**  
**Career Planning and Placement**

Union, New Jersey 07083

**Judith Vitolo**  
*Assistant Director*

(201) 527-2040

Positions for which applicants are qualified:

<i>Clerical</i>	<i>Keypunch</i>
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*Management*

*Part Time and Summer Positions  
of Any Nature*

*Professional*

*Programming*

*Retailing*

*Secretarial  
Supervision*

**Applicants:**

- range in age from under 21 to 60 years.
- have educational backgrounds ranging from some college to completion of graduate school.

**Lexington School for the Deaf**

75 Street and 30 Avenue  
Queens, New York 11370

**John Eboli/Gary Richardson**  
*Job Developers*

(212) 899-8800

**Positions for which applicants are qualified:**

*Clerical*                    *Light Manufacturing*

*Food Service*              *Maintenance*

**Applicants:**

- are under 21 years of age.
- have educational backgrounds ranging from some high school to high school graduation.
- have had prior work experience.

Follow-up services are provided.

**Long Island Jewish—Hillside Medical Center  
Vocational Rehabilitation Service**

212-02 41 Avenue  
Bayside, New York 11361

**Linda Sklar Aronson**  
*Coordinator*

(212) 631-0070

Positions for which applicants are qualified:

*Clerical*                           *Professional*

*Food Service*                   *Retailing*

*Light Manufacturing*           *Secretarial*

*Maintenance*

Applicants:

- range in age from under 21 to 60 years.
- have educational backgrounds ranging from some high school/technical school to completion of graduate school.
- have had prior work experience.

**Long Island University  
Special Educational Services Project**

University Plaza  
Brooklyn, New York 11201

**Susan Phillips Cohen**  
*Career Counselor*

(212) 834-6000

Positions for which applicants are qualified:

*Management*                   *Professional*

*Programming                      Secretarial*

*Retailing                      Supervision*

**Applicants:**

- range in age from under 21 to over 60 years.
- have educational backgrounds ranging from some college to completion of graduate school.
- have had prior work experience.

Follow-up services are provided.

**Maryhaven Vocational Rehabilitation Center**

450 Myrtle Avenue  
Port Jefferson, New York 11777

**Denise Chenoweth**  
*Placement Counselor*

(516) 473-8300, ext. 442

Positions for which applicants are qualified:

*Clerical                      Light Manufacturing*

*Food Service                      Maintenance*

*Housekeeping                      Porter*

**Applicants:**

- range in age from 21 to 60 years.
- have educational backgrounds ranging from some high school to high school graduation.
- have completed a job training program.

Follow-up services are provided.

**Mercy College  
Career Counseling and Placement Office**

Dobbs Ferry, New York 10522

**Denise Cancellare  
*Director***

(914) 693-4500

Positions for which applicants are qualified:

*Professional                    Programming*

Applicants:

- range in age from 21 to 60 years.
- have educational backgrounds ranging from college graduation to completion of graduate school.

**Molloy College**

1000 Hempstead Avenue  
Rockville Centre, New York 11570

**Roger A. Baillargeon  
*Assistant Director, Counseling and Career Services***

(516) 678-5000

Positions for which applicants are qualified:

*Management                    Retailing*

*Professional                    Supervision*

Applicants:

- range in age from 21 to 60 years.
- have educational backgrounds ranging from some college to college graduation.

Follow-up services are provided.

**Montclair State College  
Career Services**

Upper Montclair, New Jersey 07473

**Tricia Haney**  
*Director*

(201) 893-5194

Positions for which applicants are qualified:

<i>Clerical</i>	<i>Professional</i>
<i>Food Service</i>	<i>Programming</i>
<i>Keypunch</i>	<i>Retailing</i>
<i>Management</i>	<i>Secretarial</i>
<i>Part Time and Summer Positions of Any Nature</i>	<i>Supervision</i>

Applicants:

- range in age from under 21 to 60 years.
- have educational backgrounds ranging from some college to completion of graduate school.

**Mt. Carmel Guild  
Boland Rehabilitation Training Center**

450 Market Street  
Newark, New Jersey 07105

**Mona Stein**  
*Rehabilitation Placement Counselor, CETA Clerical Program*

**Terry Royful**  
*Rehabilitation Placement Counselor, Mt. Carmel Guild*

(201) 624-2405

Positions for which applicants are qualified:

*Clerical*                   *Nursing Aides*

*Food Service*              *Secretarial*

*Light Manufacturing*      *Sewing*

*Maintenance*              *Welding*

Applicants:

- range in age from under 21 to 60 years.
- have educational backgrounds ranging from some high school/technical school to some college.
- have completed a job training program.
- have had prior work experience.

Follow-up services are provided.

### **Nassau Community College Placement Office**

Garden City, New York 11530

**Richard Ashker**

*Assistant Professor*

(516) 222-7000

Positions for which applicants are qualified:

*Clerical*                   *Professional*

*Food Service*              *Programming*

*Keypunch*                *Retailing*

*Management*              *Secretarial*

Applicants:

- range in age from under 21 to 60 years.
- have some college education.
- have completed a job training program.

Follow-up services are provided.

**New England Association of Business  
Industry, and Rehabilitation, Inc.**

20 Brookside Avenue  
New Haven, Connecticut 06515

**B.J. Miller**  
*Program Manager*

(203) 389-4561

Positions for which applicants are qualified:

<i>Clerical</i>	<i>Light Manufacturing</i>	<i>Programming</i>
<i>Food Service</i>	<i>Maintenance</i>	<i>Retailing</i>
<i>Heavy Manufacturing</i>	<i>Management</i>	<i>Secretarial</i>
<i>Keypunch</i>	<i>Professional</i>	<i>Supervision</i>

Applicants:

- range in age from under 21 to 60 years.
- have educational backgrounds ranging from some high school/technical school to completion of graduate school.
- have completed a job training program.
- have had prior work experience.

Follow-up services are provided.

**New Jersey Department of Labor and Industry  
Division of Employment Services  
Englewood Job Service**

32-40 North Van Brunt Street  
Englewood, New Jersey 07631

**Betty Schuman**  
*Counselor*

(201) 568-9840

Positions for which applicants are qualified:

<i>Clerical</i>	<i>Light Manufacturing</i>	<i>Programming</i>
<i>Food Service</i>	<i>Maintenance</i>	<i>Retailing</i>
<i>Heavy Manufacturing</i>	<i>Management</i>	<i>Secretarial</i>
<i>Keypunch</i>	<i>Professional</i>	<i>Supervision</i>

Applicants:

- range in age from under 21 to over 60 years.
- have educational backgrounds ranging from some high school to completion of graduate school.
- have had prior work experience.

Follow-up services are provided.

**New Jersey Department of Labor and Industry  
Division of Employment Services  
Hackensack Job Service**

50 Passaic Street  
Hackensack, New Jersey 07601

**Leonard P. Cummings**  
*Manager*

(201) 487-6800

Positions for which applicants are qualified:

<i>Clerical</i>	<i>Light Manufacturing</i>	<i>Retailing</i>
<i>Food Service</i>	<i>Maintenance</i>	<i>Secretarial</i>
<i>Keypunch</i>	<i>Professional</i>	<i>Supervision</i>

Applicants:

- range in age from under 21 to 60 years.

- have educational backgrounds ranging from some high school to college graduation.
- have had prior work experience.

Follow-up services are provided for those applicants who have received employment counseling.

**New Jersey Department of Labor and Industry  
Division of Vocational Rehabilitation Services**

30 Evergreen Place  
East Orange, New Jersey 07018

**Phyllis Lehr**  
*Supervising Counselor*

(201) 648-2882

Positions for which applicants are qualified:

<i>Clerical</i>	<i>Light Manufacturing</i>	<i>Programming</i>
<i>Food Service</i>	<i>Maintenance</i>	<i>Retailing</i>
<i>Heavy Manufacturing</i>	<i>Management</i>	<i>Secretarial</i>
<i>Keypunch</i>	<i>Professional</i>	

Applicants:

- range in age from under 21 to over 60 years.
- have educational backgrounds ranging from some high school/technical school to completion of graduate school.
- have completed a job training program.
- have had prior work experience.

Follow-up services are provided.

**New Jersey Department of Labor and Industry  
Division of Vocational Rehabilitation Services**

1173 East Grand Street  
Elizabeth, New Jersey 07201

**Hamilton Schragen**  
*Placement Counselor*

(201) 648-4893

Positions for which applicants are qualified:

<i>Clerical</i>	<i>Light Manufacturing</i>	<i>Programming</i>
<i>Food Service</i>	<i>Maintenance</i>	<i>Retailing</i>
<i>Heavy Manufacturing</i>	<i>Management</i>	<i>Secretarial</i>
<i>Keypunch</i>	<i>Professional</i>	<i>Supervision</i>

Applicants:

- range in age from under 21 to over 60 years.
- have educational backgrounds ranging from some high school/technical school to completion of graduate school.
- have completed a job training program.
- have had prior work experience.

Follow-up services are provided.

**New Jersey Department of Labor and Industry  
Division of Vocational Rehabilitation Services**

10 Banta Place  
Hackensack, New Jersey 07601

**Ron Follette**  
*Supervising Counselor*

(201) 487-7890

Positions for which applicants are qualified:

<i>Clerical</i>	<i>Food Service</i>	<i>Heavy Manufacturing</i>
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<i>Keypunch</i>	<i>Management</i>	<i>Retailing</i>
<i>Light Manufacturing</i>	<i>Professional</i>	<i>Secretarial</i>
<i>Maintenance</i>	<i>Programming</i>	<i>Supervision</i>

**Applicants:**

- range in age from under 21 to over 60 years.
- have educational backgrounds ranging from some high school/technical school to completion of graduate school.
- have completed a job training program.
- have had prior work experience.

Follow-up services are provided.

**New Jersey Department of Labor and Industry  
Division of Vocational Rehabilitation Services**

2853 Kennedy Boulevard  
Jersey City, New Jersey 07306

**Barry Hertz**  
*Supervisor*

(201) 653-2929

Positions for which applicants are qualified:

<i>Clerical</i>	<i>Light Manufacturing</i>	<i>Programming</i>
<i>Food Service</i>	<i>Maintenance</i>	<i>Retailing</i>
<i>Heavy Manufacturing</i>	<i>Management</i>	<i>Secretarial</i>
<i>Keypunch</i>	<i>Professional</i>	<i>Supervision</i>

**Applicants:**

- range in age from under 21 to over 60 years.
- have educational backgrounds ranging from some high school/technical school to completion of graduate school.
- have completed a job training program.
- have had prior work experience.

Follow-up services are provided.

*100 Alphabetic Listing of Agencies*

**New Jersey Department of Labor and Industry  
Division of Vocational Rehabilitation Services**

29 Livingston Avenue, Box 1168  
New Brunswick, New Jersey 08903

**George Evancho**  
*Rehabilitation Counselor*

(201) 545-8120

Positions for which applicants are qualified:

<i>Clerical</i>	<i>Light Manufacturing</i>	<i>Programming</i>
<i>Food Service</i>	<i>Maintenance</i>	<i>Retailing</i>
<i>Heavy Manufacturing</i>	<i>Management</i>	<i>Secretarial</i>
<i>Keypunch</i>	<i>Professional</i>	

Applicants:

- range in age from under 21 to over 60 years.
- have educational backgrounds ranging from some high school/technical school to completion of graduate school.
- have completed a job training program.
- have had prior work experience.

Follow-up services are provided.

**New Jersey Department of Labor and Industry  
Division of Vocational Rehabilitation Services**

370 Broadway  
Paterson, New Jersey 07501

**Susan Bauernfeind**  
*Manager I*

(201) 271-3050

Positions for which applicants are qualified:

<i>Clerical</i>	<i>Light Manufacturing</i>	<i>Programming</i>
<i>Food Service</i>	<i>Maintenance</i>	<i>Retailing</i>
<i>Heavy Manufacturing</i>	<i>Management</i>	<i>Secretarial</i>
<i>Keypunch</i>	<i>Professional</i>	<i>Supervision</i>

Applicants:

- range in age from under 21 to over 60 years.
- have educational backgrounds ranging from some high school/technical school to completion of graduate school.
- have completed a job training program.
- have had prior work experience.

Follow-up services are provided.

**New Jersey Department of Labor and Industry  
Division of Vocational Rehabilitation Services**

John Fitch Plaza, Room 1005  
Trenton, New Jersey 08611

**Sharon H. Kaplan**  
*Coordinator/Job Placement Services*

(609) 292-5987

Positions for which applicants are qualified:

<i>Clerical</i>	<i>Light Manufacturing</i>	<i>Programming</i>
<i>Food Service</i>	<i>Maintenance</i>	<i>Retailing</i>
<i>Heavy Manufacturing</i>	<i>Management</i>	<i>Secretarial</i>
<i>Keypunch</i>	<i>Professional</i>	<i>Supervision</i>

**Applicants:**

- range in age from under 21 to 60 years.
- have educational backgrounds ranging from some high school to completion of graduate school.

Follow-up services are provided.

**New York Association for the Blind**

111 East 59 Street  
New York, New York 10022

**Dr. Lola Sprinzeles**

*Supervisor of Client Planning, Counseling and Placement*

(212) 355-2200

Positions for which applicants are qualified:

*Clerical*                           *Professional*

*Light Manufacturing*                   *Secretarial*

*Maintenance*                           *Supervision*

**Applicants:**

- range in age from under 21 to 60 years.
- have educational backgrounds ranging from some high school to completion of graduate school.
- have completed a job training program.
- have had prior work experience.

Follow-up services are provided.

**New York City Community College  
VEA Program for Deaf Adults  
Division of Continuing Education**

300 Jay Street  
Brooklyn, New York 11201

**Jeanne Dworkin**  
*Project Director*

(212) 643-5576

Positions for which applicants are qualified:

<i>Clerical</i>	<i>Keypunch</i>
<i>Electronic Assembly</i>	<i>Light Manufacturing</i>
<i>Food Service</i>	<i>Mechanical Drafting</i>

**Applicants:**

- range in age from under 21 to 60 years.
- have educational backgrounds ranging from some high school to high school graduation.
- have completed a job training program.
- have had prior work experience.

Follow-up services are provided.

**New York City Youth Employment Project  
Department of Personnel Youth Employment  
Program for Mentally Handicapped Young Adults**

220 Church Street  
New York, New York 10013

**Carol Wachter**  
*Coordinator*

(212) 566-8734

Positions for which applicants are qualified:

*Clerical*                  *Messenger*

*Food Service*              *Porter*

**Applicants:**

- range in age from under 21 to 30 years.
- have completed some high school.
- have completed a job training program.
- have had prior work experience.

Follow-up services are provided.

**New York Infirmary/Center for Independent Living**

318 East 15 Street  
New York, New York 10003

**Jane Thomas**

*Vocational Services Administrator*

(212) 674-7580

Positions for which applicants are qualified:

*Clerical*                  *Professional*

*Light Manufacturing*              *Retailing*

*Maintenance*                  *Sales*

*Management*                  *Supervision*

**Applicants:**

- are 55 years of age and older.
- have educational backgrounds ranging from some high school/technical school to completion of graduate school.
- have had prior work experience.

Follow-up services are provided.

## **New York Institute for the Education of the Blind**

999 Pelham Parkway  
Bronx, New York 10469

### **Frank Simpson**

*Rehabilitation Counselor/Prevocational Coordinator*

(212) 547-1234, ext. 200

Positions for which applicants are qualified:

*Child Care Assistance      Light Manufacturing*

*Clerical      Maintenance*

*Food Service*

### Applicants:

- are under 21 years of age.
- have educational backgrounds ranging from some high school to high school graduation.
- have completed a job training program.
- have had prior work experience.

Follow-up services are provided.

## **New York League for the Hard of Hearing**

71 West 23 Street  
New York, New York 10010

### **Joan Sheppard**

*Rehabilitation Counselor*

(212) 741-7650

Positions for which applicants are qualified:

*Clerical      Heavy Manufacturing      Light Manufacturing*

*Food Service      Keypunch      Maintenance*

*Management*

*Programming*

*Skilled Trades*

*Professional*

*Retailing*

**Applicants:**

- range in age from 21 to over 60 years.
- have educational backgrounds ranging from some high school/ technical school to college graduation.
- have completed a job training program.
- have had prior work experience.

Follow-up services are provided.

**New York Society for the Deaf**

344 East 14 Street  
New York, New York 10003

**Barbara Bloom**

*Vocational Rehabilitation Counselor*

(212) 673-6500

Positions for which applicants are qualified:

*Clerical*

*Light Manufacturing*

*Food Service*

*Maintenance*

*Heavy Manufacturing*

*Professional*

*Keypunch*

*Programming*

**Applicants:**

- range in age from under 21 to over 60 years.
- have educational backgrounds ranging from some high school/ technical school to college graduation.
- have completed a job training program.

Follow-up services are provided.

**New York State Department of Labor  
Job Service Division, Special Employment Services  
Brooklyn Industrial Office**

250 Schermerhorn Street  
Brooklyn, New York 11201

**Selma Kelter**  
*Selective Placement Rehabilitation Counselor*

(212) 855-7500

Positions for which applicants are qualified:

<i>Automotive</i>	<i>Food Service</i>	<i>Management</i>
<i>Bookkeeping</i>	<i>Keypunch</i>	<i>Professional</i>
<i>Clerical</i>	<i>Light Manufacturing</i>	<i>Sewing</i>
<i>Collating</i>	<i>Maintenance</i>	

Applicants:

- range in age from under 21 to over 60 years.
- have educational backgrounds ranging from some elementary school to completion of graduate school.
- have completed a job training program.
- have had prior work experience.

Follow-up services are provided.

**New York State Department of Labor  
Job Service Division, Special Employment Services**

303 West Old Country Road  
Hicksville, New York 11801

**Sydney Schwartz**  
*Selective Placement Rehabilitation Counselor*

(516) 938-9100

Positions for which applicants are qualified:

<i>Clerical</i>	<i>Light Manufacturing</i>	<i>Programming</i>
<i>Electronics Assembly</i>	<i>Maintenance</i>	<i>Retailing</i>
<i>Food Service</i>	<i>Management</i>	<i>Secretarial</i>
<i>Heavy Manufacturing</i>	<i>Packing</i>	<i>Supervision</i>
<i>Keypunch</i>	<i>Professional</i>	

Applicants:

- range in age from under 21 to 60 years.
- have educational backgrounds ranging from completion of special training programs to completion of graduate school.
- have completed a job training program.
- have had prior work experience.

Follow-up services are provided as needed.

**New York State Department of Labor  
Job Service Division, Special Employment Services  
Manhattan Industrial Office**

255 West 54 Street  
New York, New York 10019

**Irwin Horowitz**  
*Selective Placement Rehabilitation Counselor*

(212) 265-2700

Positions for which applicants are qualified:

<i>Automotive</i>	<i>Light Manufacturing</i>	<i>Heavy Manufacturing</i>
<i>Food Service</i>	<i>Maintenance</i>	<i>Jewelry Manufacturing</i>

*Supervision*                    *Messenger*

*Transportation*              *Printing*

**Applicants:**

- range in age from 21 to 60 years.
- have educational backgrounds ranging from some high school/technical school to some college.
- have completed a job training program.
- have had prior work experience.

Follow-up services are provided.

**New York State Department of Labor  
Job Service Division, Special Employment Services**

145 N. Fifth Avenue  
Mt. Vernon, New York 10550

**Marie McCarthy**  
*Selective Placement Rehabilitation Counselor*

(914) 699-0200

Positions for which applicants are qualified:

*Bookkeeping*                    *Light Manufacturing*              *Programming*

*Clerical*                         *Maintenance*                    *Supervision*

*Food Service*                  *Management*

*Heavy Manufacturing*           *Professional*

**Applicants:**

- range in age from under 21 to over 60 years.
- have educational backgrounds ranging from some elementary school to completion of graduate school.
- have had prior work experience.

Follow-up services are provided.

**New York State Department of Labor  
Job Service Division, Special Employment Services  
Office Personnel Placement Center**

1515 Broadway, 7th Floor  
New York, New York 10036

**Arlene Bouquillion**  
*Selective Placement Rehabilitation Counselor*

(212) 869-8000

Positions for which applicants are qualified:

<i>Accounting</i>	<i>Keypunch</i>	<i>Retailing</i>
<i>Banking</i>	<i>Management</i>	<i>Secretarial</i>
<i>Bookkeeping</i>	<i>Professional</i>	<i>Supervision</i>
<i>Clerical</i>	<i>Programming</i>	<i>Word Processing</i>

Applicants:

- range in age from 21 to 60 years.
- have educational backgrounds ranging from some high school/technical school to completion of graduate school.
- have completed a job training program.
- have had prior work experience.

Follow-up services are provided.

**New York State Department of Labor  
Job Service Division, Special Employment Services  
Queens State Employment Office**

97-45 Queens Boulevard  
Rego Park, New York 11374

**Mildred Kaminsky**  
*Selective Placement Rehabilitation Counselor*

(212) 830-3500

Positions for which applicants are qualified:

<i>Automotive</i>	<i>Maintenance</i>	<i>Retailing</i>
<i>Clerical</i>	<i>Management</i>	<i>Shipping and Receiving</i>
<i>Light Manufacturing</i>	<i>Professional</i>	<i>Truck Loading</i>
<i>Machinist</i>	<i>Programming</i>	

Applicants:

- range in age from under 21 to over 60 years.
- have educational backgrounds ranging from completion of elementary school to completion of graduate school.
- have completed a job training program.

Follow-up services are provided on request.

**New York State Department of Social Services  
Commission for the Blind and Visually Handicapped**

270 Broadway  
New York, New York 10007

**Gerald Miller**

*Senior Supervisor, Field Services*

(212) 488-5855

Positions for which applicants are qualified:

<i>Clerical</i>	<i>Maintenance</i>	<i>Retailing</i>
<i>Food Service</i>	<i>Management</i>	<i>Secretarial</i>
<i>Heavy Manufacturing</i>	<i>Professional</i>	<i>Supervision</i>
<i>Light Manufacturing</i>	<i>Programming</i>	

Applicants:

- range in age from under 21 to over 60 years.
- have educational backgrounds ranging from some high school/technical school to completion of graduate school.
- have completed a job training program.
- have had prior work experience.

Follow-up services are provided.

**New York State Education Department  
Office of Vocational Rehabilitation**

New York State Office Building  
Veterans Highway  
Hauppauge, New York 11787

**Lois Benjamin**  
*Vocational Rehabilitation Counselor*

(516) 979-5242

Positions for which applicants are qualified:

<i>Clerical</i>	<i>Light Manufacturing</i>	<i>Programming</i>
<i>Food Service</i>	<i>Maintenance</i>	<i>Retailing</i>
<i>Heavy Manufacturing</i>	<i>Management</i>	<i>Secretarial</i>
<i>Keypunch</i>	<i>Professional</i>	<i>Supervision</i>

Applicants:

- range in age from under 21 to over 60 years.
- have educational backgrounds ranging from some high school/technical school to completion of graduate school.
- have completed a job training program.
- have had prior work experience.

Follow-up services are provided.

**New York State Education Department  
Office of Vocational Rehabilitation**

50 Clinton Street, Room 708  
Hempstead, New York 11550

**Benjamin Berkowitz**  
*Vocational Rehabilitation Counselor*

(516) 483-6510

Positions for which applicants are qualified:

<i>Clerical</i>	<i>Food Service</i>	<i>Heavy Manufacturing</i>
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<i>Keypunch</i>	<i>Management</i>	<i>Retailing</i>
<i>Light Manufacturing</i>	<i>Professional</i>	<i>Secretarial</i>
<i>Maintenance</i>	<i>Programming</i>	<i>Supervision</i>

**Applicants:**

- are 17 years of age and older.
- have educational backgrounds ranging from some high school to completion of graduate school.
- have completed a job training program.
- have had prior work experience.

Follow-up services are provided.

**New York State Education Department  
Office of Vocational Rehabilitation**

165 West 125 Street  
New York, New York 10027

**Alice H. Brody**  
*Senior Rehabilitation Counselor*

(212) 678-2300

**Positions for which applicants are qualified:**

<i>Clerical</i>	<i>Maintenance</i>
<i>Food Service</i>	<i>Professional</i>
<i>Keypunch</i>	<i>Retailing</i>
<i>Light Manufacturing</i>	<i>Secretarial</i>

**Applicants:**

- range in age from under 21 to over 60 years.
- have educational backgrounds ranging from some high school/technical school to completion of graduate school.
- have completed a job training program.
- have had prior work experience.

Follow-up services are provided.

**New York State Education Department  
Office of Vocational Rehabilitation**

225 Park Avenue South  
New York, New York 10003

**Leonore Lipka**  
*Director of Counseling Services*

(212) 777-7010

Positions for which applicants are qualified:

<i>Automotive</i>	<i>Maintenance</i>	<i>Refrigeration</i>
<i>Clerical</i>	<i>Management</i>	<i>Retailing</i>
<i>Food Service</i>	<i>Professional</i>	<i>Secretarial</i>
<i>Keypunch</i>	<i>Programming</i>	<i>Supervision</i>

*Light Manufacturing*

Applicants:

- range in age from under 21 to over 60 years.
- have educational backgrounds ranging from some high school/technical school to completion of graduate school.
- have completed a job training program.
- have had prior work experience.

Follow-up services are provided.

**New York State Education Department  
Office of Vocational Rehabilitation**

202 Mamaroneck Avenue  
White Plains, New York 10601

**William A. Moskos**  
*Rehabilitation Counselor, Placement Specialist*

(914) 946-1313

Positions for which applicants are qualified:

<i>Clerical</i>	<i>Food Service</i>	<i>Heavy Manufacturing</i>
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<i>Keypunch</i>	<i>Management</i>	<i>Retailing</i>
<i>Light Manufacturing</i>	<i>Professional</i>	<i>Secretarial</i>
<i>Maintenance</i>	<i>Programming</i>	<i>Supervision</i>

**Applicants:**

- range in age from under 21 to over 60 years.
- have educational backgrounds ranging from some high school/technical school to completion of graduate school.
- have completed a job training program.
- have had prior work experience.

Follow-up services are provided.

**New York University Deafness Research and Training Center**  
80 Washington Square East  
New York, New York 10003

**Dr. Jerome Schein**

*Director*

(212) 598-2305

**Positions for which applicants are qualified:**

<i>Education for Deaf</i>	<i>Rehabilitation for Deaf</i>
<i>Management</i>	<i>Supervision</i>
<i>Professional</i>	

**Applicants:**

- range in age from under 21 to 30 years.
- are enrolled in or have completed graduate education.
- have completed a job training program.
- have had prior work experience.

**New York University Educational Placement**

80 Washington Square East, Room 47  
New York, New York 10003

**Thomas Tyson**  
*Placement Counselor*

(212) 598-1212

Positions for which applicants are qualified:

<i>Administration</i>	<i>Management</i>	<i>Social Services</i>
<i>Counseling</i>	<i>Professional</i>	<i>Supervision</i>
<i>Education</i>	<i>Programming</i>	<i>Teaching</i>
<i>Food Service</i>		

Applicants:

- range in age from under 21 to over 60 years.
- have completed college or graduate school.
- have completed a job training program.
- have had prior work experience.

Follow-up services are provided.

**North Shore University Hospital Vocational Rehabilitation Center**

400 Community Drive  
Manhasset, New York 11030

**Zelda Schumer**  
*Job Placement Counselor*

(516) 562-3040

Positions for which applicants are qualified:

<i>Clerical</i>	<i>Laundry</i>	<i>Professional</i>
<i>Food Service</i>	<i>Light Manufacturing</i>	<i>Programming</i>
<i>Health Related Services</i>	<i>Maintenance</i>	<i>Secretarial</i>
<i>Heavy Manufacturing</i>		

Applicants:

- range in age from under 21 to 60 years.
- have educational backgrounds ranging from some high school/technical school to completion of graduate school.
- have completed a job training program.
- have had prior work experience.

Follow-up services are provided.

**Post Graduate Center for Mental Health**

344 West 36 Street  
New York, New York 10018

**Charles Downs**

*Placement Counselor*

(212) 971-3200

Positions for which applicants are qualified:

*Clerical                      Retailing*

*Maintenance                Secretarial*

Applicants:

- range in age from 18 to 60 years.
- have educational backgrounds ranging from some high school to completion of graduate school.
- have had prior work experience.

Follow-up services are provided.

**Queensborough Community College**

56 Avenue and Springfield Boulevard  
Bayside, New York 11360

**Elliot Rosman**

*Coordinator, Disabled Student Services*

(212) 631-6262

Positions for which applicants are qualified:

*Clerical*                    *Programming*

*Keypunch*                *Retailing*

*Management*            *Secretarial*

*Professional*

Applicants:

- range in age from 21 to 30 years.
- have completed some college.

### **Ramapo College of New Jersey**

505 Ramapo Valley Road  
Mahwah, New Jersey 07430

**Grace Gartner**

*Career Counselor*

(201) 825-2800

Positions for which applicants are qualified:

*Clerical*                    *Light Manufacturing*                    *Programming*

*Food Service*              *Maintenance*                    *Retailing*

*Heavy Manufacturing*        *Management*                    *Secretarial*

*Keypunch*                  *Professional*                    *Supervision*

Applicants:

- range in age from 21 to over 60 years.
- have educational backgrounds ranging from some high school/technical school to college graduation.
- have had prior work experience.

### **The Rehabilitation Institute**

223 Jericho Turnpike  
Mineola, New York 11501

**William Sims**  
*Placement Director*

(516) 741-2010

Positions for which applicants are qualified:

<i>Clerical</i>	<i>Maintenance</i>
<i>Food Service</i>	<i>Offset Printing</i>
<i>Keypunch</i>	<i>Retailing</i>
<i>Light Manufacturing</i>	<i>Secretarial</i>

Applicants:

- range in age from under 21 to over 60 years.
- have educational backgrounds ranging from some high school/technical school to college graduation.
- have completed a job training program.
- have had prior work experience.

Follow-up services are provided.

### **The Rehabilitation Institute of Suffolk**

Flowerfield Building #7  
St. James, New York 11780

**Howard M. Berger**  
*Director*

(516) 862-8383

Positions for which applicants are qualified:

<i>Clerical</i>	<i>Food Service</i>
<i>Electronic Assembly</i>	<i>Light Manufacturing</i>

*Maintenance*

*Secretarial*

**Applicants:**

- range in age from under 21 to over 60 years.
- have educational backgrounds ranging from some high school to some college.
- have completed a job training program.
- have had prior work experience.

Follow-up services are provided.

**Rockland County Center for the Physically Handicapped**

260 Little Tor Road North  
New City, New York 10956

**Sandra Burns**  
*Placement Specialist*

(914) 634-7917

**Positions for which applicants are qualified:**

*Clerical*                    *Light Manufacturing*

*Food Service*            *Maintenance*

**Applicants:**

- range in age from 21 to over 60 years.
- have educational backgrounds ranging from some high school to high school graduation.
- have completed a job training program.

Follow-up services are provided.

**Rutgers University—Career Development and Placement**

3538 Titsworth Place, Busch/Livingston  
Piscataway, New Jersey 08854

**Gale Varma**

*Director*

(201) 932-1766

Positions for which applicants are qualified:

*Management              Retailing*

*Professional              Supervision*

*Programming              Other Employment  
                                    Suitable for College Graduates*

Applicants:

- are 16 years of age and older.
- have educational backgrounds ranging from some college to completion of graduate school.
- may have been through a job training program depending on major.
- may have prior work experience.

**Seton Hall University**

South Orange Avenue  
South Orange, New Jersey 07079

**Dr. Vincent J. Murray**

*Counseling Psychologist*

(201) 762-9000

Positions for which applicants are qualified:

*Management*

*Professional*

*Retailing*

Applicants:

- range in age from under 21 to 30 years.
- have educational backgrounds ranging from some college to completion of graduate school.

Follow-up services are provided.

**Skills Unlimited, Inc.**

405 Locust Avenue  
Oakdale, New York 11769

**Muriel Kravetz**

*Placement Specialist*

(516) 567-3320

Positions for which applicants are qualified:

*Automotive*

*Light Manufacturing*

*Clerical*

*Maintenance*

*Electronic Assembly*

*Retailing*

*Food Service*

*Secretarial*

Applicants:

- range in age from under 21 to over 60 years.
- have educational backgrounds ranging from some high school/technical school to college graduation.
- have completed a job training program.
- have had prior work experience.

Follow-up services are provided.

**State of Connecticut Labor Department  
Danbury Job Service**

64 West Street  
Danbury, Connecticut 06810

(203) 797-4140

Positions for which applicants are qualified:

*Management      Professional      Supervision*

Applicants:

- range in age from under 21 to over 60 years.
- have educational backgrounds ranging from some high school to completion of graduate school.
- have had prior work experience.

Follow-up services are provided on request.

**State of Connecticut Labor Department  
Stamford Job Service**

20 Summer Street  
Stamford, Connecticut 06901

**Charliene Bynum  
Counselor**

(203) 348-7505

Positions for which applicants are qualified:

*Accounting      Light Manufacturing      Packing*

*Clerical      Maintenance*

*Food Service      Marketing*

Applicants:

- range in age from 21 to over 60 years.

- have educational backgrounds ranging from some high school to college graduation.
- have had prior work experience.

Follow-up services are provided on request.

**State of New Jersey Commission for the Blind and Visually Impaired**

1100 Raymond Boulevard  
Newark, New Jersey 07102

**Louise F. Rosin**

*Senior Career Development Specialist*

(201) 648-3476

Positions for which applicants are qualified:

<i>Clerical</i>	<i>Light Manufacturing</i>	<i>Programming</i>
<i>Food Service</i>	<i>Maintenance</i>	<i>Retailing</i>
<i>Heavy Manufacturing</i>	<i>Management</i>	<i>Secretarial</i>
<i>Keypunch</i>	<i>Professional</i>	<i>Supervision</i>

Applicants:

- range in age from under 21 to over 60 years.
- have educational backgrounds ranging from some high school/technical school to completion of graduate school.
- have completed a job training program.
- have had prior work experience.

Follow-up services are provided.

**Suffolk County Community College**

533 College Road  
Selden, New York 11784

**Grace Z. McGorry**

*Coordinator, Career Guidance and Placement*

(516) 732-1617

Positions for which applicants are qualified:

## *Clerical*      *Retailing*

## Programming

## Applicants:

- range in age from under 21 to over 60 years.
- have completed some college education.
- have completed a job training program.
- have had prior work experience.

Follow-up services are provided.

Suffolk County Department of Labor

Veterans Memorial Highway  
Hauppauge, New York 11787

**Roy Chinman**  
*Director*

(516) 979-2822

Positions for which applicants are qualified:

## *Clerical*      *Maintenance*      *Retailing*

*Food Service Management Secretarial*

## *Keypunch Professional*

# *Light Manufacturing*      Programming

## Applicants:

- range in age from under 21 to 60 years.
- have educational backgrounds ranging from some high school/technical school to some college.
- have completed a job training program.
- have had prior work experience.

Follow-up services are provided.

**SUNY at Farmingdale**

Farmingdale, New York 11735

**Anita Tritell**

*Placement Coordinator, Special Services*

(516) 420-2000

Positions for which applicants are qualified:

<i>Clerical</i>	<i>Programming</i>
<i>Engineering—Technical</i>	<i>Recreation</i>
<i>Food Service</i>	<i>Retailing</i>
<i>Health Related Services</i>	<i>Secretarial</i>
<i>Management</i>	<i>Supervision</i>
<i>Professional</i>	

Applicants:

- range in age from under 21 to 60 years.
- have educational levels ranging from high school/technical school graduation to completion of a two-year college program.

Follow-up services are provided.

**United Cerebral Palsy of New York City, Inc.**

122 East 23 Street  
New York, New York 10010

**Douglas E. Green**

*Director, Training and Placement*

(212) 677-7400

Positions for which applicants are qualified:

<i>Clerical</i>	<i>Maintenance</i>
<i>Light Manufacturing</i>	<i>Secretarial</i>

Applicants:

- range in age from 21 to 60 years.
- have educational backgrounds ranging from some high school to some college.
- have completed a job training program.

Follow-up services are provided.

**United Cerebral Palsy of Queens, Inc.**

81-15 164th Street  
Jamaica, New York 11432

**Gounad Cox**  
*Placement Specialist*

(212) 380-3000

Positions for which applicants are qualified:

<i>Clerical</i>	<i>Keypunch</i>	<i>Messenger Service</i>
<i>Food Service</i>	<i>Light Manufacturing</i>	<i>Printing</i>
<i>Heavy Manufacturing</i>	<i>Maintenance</i>	

Applicants:

- range in age from under 21 to 60 years.
- have educational backgrounds ranging from some high school/technical school to some college.
- have completed a job training program.
- have had prior work experience.

Follow-up services are provided.

**Veterans Administration  
Counseling and Rehabilitation Section**

252 Seventh Avenue  
New York, New York 10001

**Jane Cadwallader**  
*Vocational Rehabilitation Specialist*

(212) 620-6582

Positions for which applicants are qualified:

<i>Clerical</i>	<i>Management</i>
<i>Food Service</i>	<i>Professional</i>
<i>Heavy Manufacturing</i>	<i>Programming</i>
<i>Keypunch</i>	<i>Retailing</i>
<i>Light Maufacturing</i>	<i>Secretarial</i>
<i>Maintenance</i>	<i>Supervision</i>

Applicants:

- range in age from 21 to 60 years.
- have educational backgrounds ranging from some high school/technical school to completion of graduate school.
- have completed a job training program.
- have had prior work experience.

Follow-up services are provided.

**Veterans Administration  
Day Hospital Program**

24 Street and First Avenue  
New York, New York 10001

**Marilyn Marks**  
*Vocational Rehabilitation Specialist*

(212) 686-7500

Positions for which applicants are qualified:

<i>Clerical</i>	<i>Food Service</i>
-----------------	---------------------

*Heavy Manufacturing*      *Management*

*Light Manufacturing*      *Professional*

*Maintenance*      *Retailing*

**Applicants:**

- range in age from 21 to 60 years.
- have educational backgrounds ranging from some high school/technical school to college graduation.
- have had prior work experience.

Follow-up services are provided.

**White Plains Hospital  
Day Hospital Extension Program**

29 Sterling Avenue  
White Plains, New York 10606

**Barbara Berg Sutherland**  
*Vocational Rehabilitation Counselor*

(914) 682-8453

Positions for which applicants are qualified:

*Clerical*      *Maintenance*

*Light Manufacturing*      *Retailing*

*Mail Room*      *Secretarial*

**Applicants:**

- range in age from 21 to 60 years.
- have educational backgrounds ranging from some high school/technical school to completion of graduate school.
- have completed a job training program.
- have had prior work experience.

Follow-up services are provided.

**William Paterson College  
Career Counseling and Placement**

Raubinger Hall  
Wayne, New Jersey 07470

**Kenneth Zurich**  
*Assistant Director*

(201) 595-2440

Positions for which applicants are qualified:

*Clerical*

*Programming*

*Keypunch*

*Retailing*

*Management*

*Secretarial*

*Part Time and Summer Positions  
of Any Nature*

*Supervision*

*Professional*

Applicants:

- range in age from under 21 to 60 years.
- have educational backgrounds ranging from some college to completion of graduate school.

**Woodward Mental Health Center**

201 West Merrick Road  
Freeport, New York 11520

**Jayne A. Bartecki**  
*Vocational Counselor, Placement*

(516) FR 9-0900

Positions for which applicants are qualified:

*Automotive*

*Carpentry*

*Clerical*                    *Graphic Arts*

*Food Service*

**Applicants:**

- range in age from under 21 to 30 years.
- have completed some high school.
- have completed a job training program.

Follow-up services are provided.

**Yonkers Rehabilitation Center, Inc.**

265 Central Park Avenue  
Yonkers, New York 10704

**Gigi Shanes-Hernandez**  
*Rehabilitation and Placement Counselor*

**Mary Jude Donahue**  
*Rehabilitation and Placement Counselor*

(914) 963-8821

Positions for which applicants are qualified:

*Bench Assembly*                    *Light Manufacturing*

*Clerical*                    *Maintenance*

*Electrician's Assistant*                    *Sanitation*

*Food Service*

**Applicants:**

- range in age from under 21 to 60 years.
- have educational backgrounds ranging from some high school to high school graduation.
- have completed a job training program.
- have had prior work experience.

Follow-up services are provided.



# HUMAN RESOURCES CENTER

## AN OVERVIEW

Human Resources Center is a private nonprofit organization dedicated to providing educational, vocational, social, and recreational opportunities for the severely disabled. The Center's broad spectrum of programs encompasses job training and placement, academic and vocational education, independent living, research, and information dissemination. Founded in 1952 by Dr. Henry Viscardi, Jr., Human Resources Center is composed of three coordinated units: Abilities Inc., Human Resources School, and the Research and Training Institute.

Abilities Inc. conducts programs of work evaluation, training, job development, and career placement for the disabled. Its demonstration work center employs disabled adults in fields that include electronics, telephony, banking, data processing, and other clerical and industrial operations.

Human Resources School offers tuition-free education to over 230 severely disabled children. Chartered by the Board of Regents of the State of New York, it provides a full academic curriculum and extracurricular program to previously homebound children from prekindergarten through high school level, as well as summer camp.

The Research and Training Institute conducts research relating to the severely disabled, initiates and develops demonstration projects in rehabilitation and professional training, and disseminates information and program models nationally.

In August of 1977, Human Resources Center announced the establishment of a national Center on Employment of the Handicapped on its Albertson, Long Island, campus. The national Center will help communities across the nation increase and enhance employment opportunities for millions of disabled Americans.

The nucleus of this national Center is the *Industry-Labor Council*, an outgrowth of the White House Conference on Handicapped Individuals. The Industry-Labor Council unites labor, industry and rehabilitation, directing its efforts toward developing employment opportunities for our handicapped population through serving the needs of the employer community.

## HUMAN RESOURCES CENTER EXECUTIVE STAFF

*Edwin W. Martin, Jr., Ph.D.*  
President and Chief Executive Officer  
Human Resources Center

*Henry Viscardi, Jr., LL.D., L.H.D., Litt.D., Sc.D., F.R.S.A.*  
President Emeritus  
Human Resources Center

*Arthur Nierenberg*  
Executive Vice President  
Human Resources Center  
President of Abilities Inc.

*Frank D. Gentile, L.H.D.*  
Vice President of Special Projects  
Human Resources Center

*Jack Victor, Ph.D.*  
Director of Research and  
Research Utilization  
Human Resources Center

*Robert J. Seibold, M.Ed.*  
Superintendent  
Human Resources School

*Michael Jennings, J.D.*  
Vice President and Treasurer  
Human Resources Center  
Director of Administrative Services

*Hans Krobath*  
Vice President of Engineering  
Human Resources Center

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*Lenore R. Greenberg, M.L.S.*  
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*Paul Henfield, M.A.*  
Research Associate

*Marcy Hochman, M.S. CRC*  
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*Elizabeth Pan, Ph.D.*  
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*Marcella Putala, A.A.S.*  
Products Manager

*Lana Smart, M.A.*  
*Manager, Industry-Labor Council*

*Maria N. Stieglitz, M.S.*  
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*Jessica Swirsky, M.A.*  
Research Associate

*David Vandergoot, Ph.D.*  
Director of Rehabilitation Research

*Judy Young, M.A.*  
Research Associate

*Harold E. Yuker, Ph.D.*  
Research Consultant

*Regina Zedalis*  
Administrative Assistant



# **Human Resources Center Publications**

## **PROJECT PREP PUBLICATIONS**

<i>Affirmative Action in Action: Strategies for Enhancing Employment Prospects of Qualified Handicapped Individuals</i> by H. McCarthy and L. Smart.	\$2.60*
<i>Attitudes Toward Persons with Disabilities: A Compendium of Related Literature</i> by J. Schroedel.	\$8.25**
<i>Career Education for Physically Disabled Students: A Bibliography</i> by M. Stieglitz and J. Cohen.	\$11.25
<i>Career Education for Physically Disabled Students: Career Awareness Curriculum (K-8)</i> by M. Stieglitz.	+
<i>Career Education for Physically Disabled Students: Classroom Business Ventures</i> by J. Cohen and M. Stieglitz.	+
<i>Career Education for Physically Disabled Students: Development as a Lifetime Activity</i> by J. T. Palmer.	\$6.50*
<i>Career Education for Physically Disabled Students: Self-Concept Curriculum (K-8)</i> by M. Stieglitz.	+
<i>Career Education for Physically Disabled Students: Speaker's Bureau</i> by M. Stieglitz and J. Cohen.	+
<i>A Compendium of Placement-Related Literature</i> by D. Vandergoot, P.B. Avelani, and R.J. Jacobsen.	\$9.25**
<i>Employer Attitudes Towards Hiring Persons with Disabilities: A Labor Market Research Model</i> by J. Schroedel and R.J. Jacobsen.	\$4.75*
<i>A Handbook of Placement Assessment Resources</i> by J. Swinsky and D. Vandergoot.	+
<i>Modifying the Work Environment for the Physically Challenged: A Checklist for Employers</i> by M.G. Desmond.	+

\*Please add 20¢ for postage and handling for all single copy orders and 45¢ for 2 copies or more.

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+ Price not available at press time of this publication.

*Modifying the Work Environment for the Physically Disabled Employee. Part One: Modifying the Office Work Environment for the Physically Disabled Employee*, by V. Washam. *Part Two: Modifying the Industrial Work Environment for the Physically Disabled Employee*, by M.G. Desmond. (Available September 1981) +

*New Directions for Placement-Related Research and Practice in the Rehabilitation Process* by D. Vandergoot, R.J. Jacobsen, and J.D. Worrall.

\$2.75\*

*A Review of Placement Services within a Comprehensive Rehabilitation Framework: A Survey Report* by R.J. Jacobsen, D. Vandergoot, P.B. Avellani, and J. Swirsky.

\$5.50\*

*A Review of Placement Services within a Comprehensive Rehabilitation Framework: A Technical Report* by D. Vandergoot, J. Swirsky, R.J. Jacobsen, and P.B. Avellani.

\$11.25\*

*Work Independence and the Severely Disabled: A Bibliography* by G. Bilotto and V. Washam.

\$7.50\*\*

## HUMAN RESOURCES CENTER MONOGRAPHS

*Evaluating Driving Potential of Persons with Physical Disabilities* by M. Less, E.C. Colverd, G.E. DeMauro, and J. Young.

\$ 2.75\*

*Hand Controls and Assistive Devices for the Physically Disabled Driver* by M. Less, E.C. Colverd, J. Dillon, and J. Young.

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*Individualized Health Incentive Program Modules for Physically Disabled Students for Grades Kindergarten through Twelve* by K. Reggio, J. Davidson, and D. Schooltz.

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*Teaching Driver Education to the Physically Disabled* by M. Less, E.C. Colverd, G.E. DeMauro, and J. Young.

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*Teacher's Preparation Course in Driver Education for the Physically Disabled* by E.C. Colverd, M. Less, G.E. DeMauro, and J. Young.

\$ 3.25\*

*The Development and Evaluation of a Pre-School Curriculum for Severely Disabled Children* by Human Resources Center.

\$ .80\*

## INDUSTRY-LABOR COUNCIL PUBLICATIONS

*Challenging Barriers to Change: Attitudes Towards the Disabled* by H.E. Yuker and J.R. Block.

\$2.75\*

*Ready, Willing, & Able! What you Should Know About Workers with Disabilities* by L. Bozza, Edited by C. Lindberg.

\$3.25\*

## INA—MEND INSTITUTE BOOKLETS

No. 1	<i>General Information to Help the Recently Disabled</i> by A. Tritell.	\$1.50*
No. 2	<i>The Rehabilitation Facility and Its Specialists</i> by A. Tritell.	\$1.50*
No. 3	<i>Financial Assistance for the Disabled</i> by A. Tritell.	\$1.50*
No. 4	<i>Vocational and Educational Opportunities for the Disabled</i> by A. Tritell.	\$1.50*

## RECREATIONAL PUBLICATIONS

<i>Boating for the Handicapped: Guidelines for the Physically Disabled</i> by E. Hedley.	\$5.65*
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## BOOKS BY DR. HENRY VISCARDI, JR.

*President and Founder of Human Resources Center*

<i>A Laughter in the Lonely Night</i>	\$5.00**
<i>. . . a Letter to Jimmy</i>	\$3.50**
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<i>A Study of Workmen's Compensation in Relation to Sheltered Workshops</i> by H. Viscardi and I.M. Friedman.	\$.80*
<i>Matching Job and Worker Characteristics, Work Supplement for the Aged</i> by H. Viscardi, F. Gentile, G. Graham, and J. Block.	\$.80*
<i>Measurement of Cardiac and Respiratory Responses in Physically Disabled and Non-Disabled Groups in a Variety of Psychological and Industrial Conditions</i> by Human Resources Center.	\$.80*
<i>Skill Analysis as a Technique for Predicting Vocational Success of the Mentally Retarded</i> by G. Manus, M. Kovacs, N. Roberts, and B. Levy.	\$.80*

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Module 9 Working with Employers III

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Module 11 Self-Placement Skills II

Module 12 Job Analysis

## FILMS

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Physically handicapped children, many of whom were not accepted by New York Public Schools, are shown participating in a variety of physical activities.

Children in wheelchairs are seen taking part in touch football, soccer, swimming, cage ball, and miniature golf — activities which integrate occupational and physical therapy through physical education and recreation. Activities for each participant are selected on the basis of their contribution to the individual's growth and development, not on the basis of whether they are specifically for physically handicapped or mentally retarded persons.

A variety of adaptations and modifications are shown as they are used in physical education, driver education, science, and home economics.

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An interesting, well-narrated film, *The School That Love Built* explores the diverse activities that take place at Human Resources School, a fully accredited, tuition free school for severely physically handicapped students from kindergarten through twelfth grade.

The film opens with the child at home, eagerly preparing to go to school, and ends with the return home after a stimulating, joyful day. During the school day, the viewer is taken on the grand tour of this educational facility filled with love and understanding.

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*Rental fee for each of the above films:* Nonprofit Organizations \$15.00  
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*Rental period:* 5 days

*Purchase price for each of the above films:* \$243.95 (Postage and handling is included in price.)

*For Film Information, Contact:* Lenore Greenberg, Information Services Center,  
Human Resources Center, I.U. Willets Road, Albertson, NY 11507,  
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Books must be ordered by full title.

Prices are subject to change without notice.

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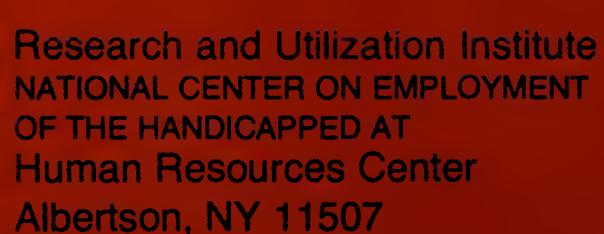
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